CONSENT AGENDA
HIDALGO COUNTY
COMMISSIONERS COURT
MEETING
October 21, 2015
9:00 A.M.

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners Court will be held in the Commissioners Courtroom of the Administration Building, 100 E. Cano, 1st floor, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

NOTICE TO THE PUBLIC
CONSENT AGENDA

The following items are of a routine or administrative nature. The Commissioners Court has been furnished with background and support on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commissioner, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.

1. **AI-51910** **Approval of check register and payment of claims and bills** - (Payments from Juvenile Probation, Adult Probation, LEOSE Fund, DA Motor Vehicle Theft Fund, DA Bad Check Processing Fund, DA Forfeiture Fund, Sheriff Forfeiture Funds, Constable Forfeiture Funds, HIDTA Forfeiture Funds and VIT Interest Fund are presented for recording purposes only.)

2. **2015 Intradepartmental transfers:**

A. **AI-51860** 2015 - CC #3 Probate Court (1243)

B. **AI-51838** 2015 - Pct 2 Parks (1100)

C. **AI-51837** 2015 - Pct 2 Road Maintenance (1200)

D. **AI-51856** 2015 - Pct. 4 Rd. Maint. (1200)

E. **AI-51835** 2015 - Pct. 4 CRC (1100)

F. **AI-51847** 2015 - WIC (1292)

G. **AI-51851** 2015 - Constable Pct. 2 (1100)

H. **AI-51841** 2015 - Health & Human Services Dept. / CPS-HAZARDS (1293)

I. **AI-51840** 2015 - Fire Marshal (1100)

J. **AI-51834** 2015 - Pct #3 Rd. Maint. (1200)

K. **AI-51811** 2015 - J.P. Pct. 4 Pl. 1 - (1100)

L. **AI-51828** 2015 - Constable Pct. 1 (1100)

M. **AI-51777** 2015 - County Clerk (1100)

N. **AI-51772** 2015 - Tax Office (1100)

O. **AI-51763** 2015 - District Attorney (1100)

P. **AI-51825** 2015 - 370th District Court (1100)

Q. **AI-51830** 2015 - Planning Department (1100)

R. **AI-51813** 2015 - Sheriff's Office Operation Stonegarden (1284)

S. **AI-51812** 2015 - Sheriff's Office Operation Stonegarden (1284)

T. **AI-51756** 2015 - Hidalgo County Sheriff's Office (1100)

3. **2015 Interdepartmental transfers:**

A. **AI-51794** 2015 General Fund Salary Sweep (1100):
Approval to transfer lapsed salaries from various departments to the Countywide Adm.-Contingency account.

B. **AI-51846** Pct.1 CO's 2014 (1345):
Approval of 2015 interdepartmental transfer within Certificate of Obligations Series 2014 from program (200) and program (192) to program (198) in the amount of $ 51,268.00.

C. **AI-51829** Pct. 1 Sanitation & Parks (1100):
Approval of interdepartmental transfer from Co. Wide Adm.-Contingency to Pct. 1 Sanitation (program #001) and Pct. 1 Parks (program #013) in the amount of $72,000.00 to fund security services & brush/debris collection services.

D. **AI-51795** Visiting Judges (1100):
Approval of interdepartmental transfer from Co. Wide Adm.-Contingency to Visiting Judges in the amount of $160,000.

4. **Monthly Fee Reports:**

A. **AI-51804** Revised July 2015 Monthly Fee Report for District Clerk

B. **AI-51801** District Clerk Fee Report for the Month of September 2015 $446,817.45

C. **AI-51773** District Attorney's Office
2015 September - Hot Checks Fees Monthly Report

5. **Membership Dues:**

A. **AI-51833** Precinct 4 (1200):
Approval to pay International Right of Way Association membership dues for Mr. Joe Ochoa with authority for the County Treasurer to issue check after review, audit, and processing procedures are completed by the County Auditor. (Req # 285447)

6. **Auditor's Office:**

A. **AI-51776** Pursuant to Local Government Code Section 115.0035, requesting approval of the attached reports.

7. **Budget & Management:**

A. **AI-51758** Report and approval of emergency transfers for the period of September 1, 2015 through September 30, 2015.

8. **Purchasing Dept:**
Notes:
A. FOR ANY CONTRACTS(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FOWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.

B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).

A. **AI-51858** **Commissioner Precinct 4:**
Requesting authority to enter into a new 36-month (capital) lease for a Xerox Copier Model WC5945APT through our membership/participation with (DIR) Department of Information Resources awarded vendor, Xerox Corporation [DIR-TSO-3043; Exp. 6/16/19] through Requisition #286072 in the amount of $156.10/month-equipment, Maintenance @ $55.00/month which includes 20,000 B/W impressions and all supplies (except paper) and overages billed @ $0.0045/impression for a total monthly cost of $211.10; effective upon approval and delivery & installation.

B. **AI-51778** Ratification of fully executed Change Order No. 6 in connection to contract No. C-14-362-10-28 with 2GS, LLC for the project: -Hidalgo County Precinct #1 -SIOUX ROAD PAVING & DRAINAGE IMPROVEMENTS PROJECT [from Tower Road to Val Verde Road] as recommended by Mr. Raul Sesin, P.E.

C. **AI-51489** Requesting authority to advertise and approval of procurement packet [i.e. requirements, legal notice,draft requirement agreement, etc.] as attached hereto for: Hidalgo County Precinct No. 3 (Alton-Palmview-Granjeno)-"Emergency Ambulance Services for Unincorporated Areas In Pct 3" [on an " as needed basis] RFP No.: 2015-260-SMA including the re-advertising of project in the event No acceptance responses are received and / or are rejected and project is still required.

D. **AI-51639** Approval to exercise the County's option to extend the first (1) year of the additional two (2) one (1) year terms as stipulated in the current contract (C-14-276-12-16) for: Hidalgo County Health & Human Services Department-" Indigent Health Care Computer Software" unter the same rates terms and conditions with: **Network Sciences, Inc.**

E. **AI-51710** Ratification for all applicable HC Elected Offices, Departments, Agencies or Programs [through all funding sources] of City of Elsa utility services [including or not limited to: water, sewer, garbage/trash collection, etc.] for the purpose of authorizing bill payments to the City of Elsa for each applicable account..

F. **AI-51711** **Sheriff's Office:**
Requesting authority to purchase Command Staff Portraits in the amount of $635.46 thru Staples thru our membership/participation with Buyboard contract #407-12.

G. **AI-51836** **275th District Court:**
Requesting authority to enter into a 36-month new (capital) lease copier for a RICOH AFICIO MP C4503 through our membership/participation with (DIR) Department of Information Resources awarded vendor, RICOH USA / GE RICOH USA contract DIR-TSO-3041 through Requisition #284855 in the amount of $164.38/month-equipment, 2,500 B/W impressions @ $0.0069 - $17.25/month & 250 color impressions @ $0.0428 - $10.70/month with a total of $192.33/month, effective upon approval.

H. **AI-51716** **Texas Agrilife Extension Service:**
Requesting authority to enter into a 36-month new (capital) lease copier for a WC7835PT through our membership/participation with (DIR) Department of Information Resources awarded vendor, Xerox Corporation DIR-TSO-3043 through Requisition #284199 in the amount of $162.01/month-equipment, B/W impressions @ $172.01/month effective upon approval.

I. **AI-51687** On behalf of the Hon. J.P. Homer Jasso, Sr., Pct. #4, Pl. 2, Roberto Leal, Court Coordinator is requesting the removal of fixed assets [detailed in supporting documentation attached herein] from the County's inventory listing.

J. **AI-51774** Aleida S. Lopez, Court Coordinator of J.P. Pct 4 P.L. 1 is formally requesting the removal of fixed assets from the county's inventory listing. (backup information is attached)

K. **AI-51788** Authority to advertise and approval of procurement packet [i.e. specifications/requirements, legal notice, draft requirement agreement, etc.] as attached hereto for Hidalgo County - [all funding sources, programs, agencies & entities] - Mailing Services" RFB No. 2015-323-11-18-HGO including the re-advertising of project in the event NO BIDS received and/or are rejected and project is still required.

AI-51910 **1.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Monica Badillo,
EXECUTIVE OFFICE

Department: EXECUTIVE OFFICE

Information

CAPTION

Approval of check register and payment of claims and bills - (Payments from Juvenile Probation, Adult Probation, LEOSE Fund, DA Motor Vehicle Theft Fund, DA Bad Check Processing Fund, DA Forfeiture Fund, Sheriff Forfeiture Funds, Constable Forfeiture Funds, HIDTA Forfeiture Funds and VIT Interest Fund are presented for recording purposes only.)

BACKGROUND

Fiscal Impact

Attachments

ck reg

Form Review

Form Started By: Monica Badillo Started On: 10/20/2015 05:01 PM

Final Approval Date: 10/20/2015

Approval of Check Register as Summarized Below

October 21st, 2015

Bank Account	Fund	Start Ck #	End Ck #		Amount
01	General Fund	423491	423843		921,623.09
02	Special Revenue	406458	406585		540,878.73
04	Capital Projects	16428	16437		138,549.28
05	Trust & Agency	24699	24725		29,808.17
07	Proprietary	6107	6107		36.00
15	Urban County	30536	30548		34,928.82

	Total checks		**1,665,824.09**
Wire Transfers for:			
Debt Service Funds	ITEMS:	1	283,434.77
	Total:		283,434.77
Ach Withdrawals for:			
General Fund	ITEMS:	2	743,545.45
Trust & Agency Funds	ITEMS:	8	2,818,407.52
Payroll Fund	ITEMS:	3	3,250,553.59
Proprietary Funds	ITEMS:	2	902,430.64
	Total withdrawals:		7,714,937.20
Bank Internal Transfer for:			
General Fund	ITEMS:	6	5,076,042.44
Special Revenue Funds	ITEMS:	4	1,901,444.55
Proprietary Funds	ITEMS:	2	40,357.47
Urban Co	ITEMS:	1	1,068,308.21
	Total transfers:		8,086,152.67
	Total electronic payments:		16,084,524.64
	Grand Total:		**17,750,348.73**

Wire Transfers

Date	To	For	From	Amount
10/13/15	The Bank of New York Mellon	Bond Payment	Debt Service Funds	283,434.77
			Total Debt Service	283,434.77
			Total Wire Transfers	283,434.77

ACH Withdrawals

Date	To	For	From	Amount
09/30/15	Lone Star Bank	Analysis charges	General Fund	12,526.20
10/14/15	Texas Class Investment Pool	Tax Office Motor Vehicle	Gerneral Fund	731,019.25
			Total General	743,545.45
10/19/15	IRS Tax Payment	Regular PP21	Trust & Agency Fund	1,051,274.18
10/19/15	IRS Tax Payment	Urban County PP21	Trust & Agency Fund	8,993.93
10/16/15	IRS Tax Payment	Elected Officials PP19	Trust & Agency Fund	41,969.21
10/19/15	Esimpkins	457 Reg. & Urban	Trust & Agency Fund	9,254.91
10/19/15	Esimpkins	457 Elected Officials	Trust & Agency Fund	775.00
10/15/15	TXSDU	Child Support (E. Officials)	Trust & Agency Fund	1,100.00
10/16/15	TXSDU	Child Support (Reg. & Ur.)	Trust & Agency Fund	52,054.03
10/15/15	TCDRS	County Retirement	Trust & Agency Fund	1,652,986.26
			Total Trust & Agency	2,818,407.52
10/16/15	County Employees	Regular Payroll PP21	Payroll Fund	3,120,364.53
10/16/15	Urban Co. Employees	Urban Co. Payroll PP21	Payroll Fund	26,369.07
10/15/15	Elected Officials	Elected Official PP19	Payroll Fund	103,819.99
			Total Payroll	3,250,553.59
10/15/15	TriStar Risk Mgnt	Workers Compensation	Proprietary Fund	63,618.81
10/15/15	Blue Cross Blue Shield	Health Insurance Claims	Proprietary Fund	838,811.83
			Total Proprietary	902,430.64
			Total ACH Withdrawal	7,714,937.20

Bank Internal Transfers

Date	To	For	From	Amount
10/14/15	Payroll Fund	Regular PP21	General Fund	2,128,205.28
10/15/15	Trust & Agency Fund	Regular PP21	General Fund	2,025,331.33
10/13/15	Payroll Fund	Elected Officials PP19	General Fund	110,841.79
10/15/15	Trust & Agency Fund	Elected Officials PP19	General Fund	89,669.79
10/15/15	Tax Office Motor Vehicle	Return of Principal Investment	General Fund	699,883.85
10/16/15	Special Revenue Fund	Deposit Correction	General Fund	22,110.40
			Total General	5,076,042.44
10/14/15	Payroll Fund	Regular PP21	Special Revenue Fund	971,095.68
10/15/15	Trust & Agency Fund	Regular PP21	Special Revenue Fund	878,459.21
10/14/15	Payroll Fund	Urban County PP21	Special Revenue Fund	26,369.07
10/15/15	Trust & Agency Fund	Urban County PP21	Special Revenue Fund	25,520.59
			Total Special Revenue	1,901,444.55
10/14/15	Payroll Fund	Regular PP21	Proprietary	21,586.65
10/15/15	Trust & Agency Fund	Regular PP21	Proprietary	18,770.82
			Total Proprietary	40,357.47
10/13/15	Special Revenue Fund	Reimbursement for Vendor run	Urban County	1,068,308.21
			Total Urban County	1,068,308.21
			Total Bank Transfers	8,086,152.67
			Grand Total	16,084,524.64

A/P Summary Check Register FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
01	00415353	-14.00	10/19/15	425788 TEXAS DEPARTMENT OF MOTOR VEHICLES	CV
01	00417383	-1,405.63	10/15/15	366501 AT&T MOBILITY	CV
01	00420799	-71.00	10/15/15	432644 HIDALGO COUNTY TAX ASSESSOR-COLLECTOR	CV
01	00421033	-434.41	10/16/15	289841 DE LOS SANTOS, EMILIO	CV
01	00421765	-69.00	10/16/15	242497 CEPEDA, MARTIN	CV
01	00423491	117.00	10/20/15	419443 ABILA, BENFRANCIS	C
01	00423492	425.00	10/20/15	348716 ADVANCED LAW ENFORCEMENT READINESS	C
01	00423493	117.00	10/20/15	253413 ALMAGUER, ANDREW	C
01	00423494	436.81	10/20/15	402230 CARREON, JOECINDY	C
01	00423495	117.00	10/20/15	339903 CAVAZOS, LINDA	C
01	00423496	8,508.97	10/20/15	343277 CITIBANK	C
01	00423497	510.55	10/20/15	332526 COURTYARD BY MARRIOTT	C
01	00423498	391.23	10/20/15	244961 DEVINO, GLENN	C
01	00423499	289.80	10/20/15	99287 CAPSTAR AUSTIN PARTNERS LP	C
01	00423500	289.80	10/20/15	99287 CAPSTAR AUSTIN PARTNERS LP	C
01	00423501	310.50	10/20/15	143421 EMBASSY SUITES	C
01	00423502	514.27	10/20/15	388963 HERNANDEZ, JOSE R. JR	C
01	00423503	117.00	10/20/15	425842 KAPUR, NEEL	C
01	00423504	159.93	10/20/15	233692 LOPEZ, ALEIDA S.	C
01	00423505	391.23	10/20/15	391816 MUNIZ, VICTORIA D.	C
01	00423506	590.86	10/20/15	164305 PEARSON, LUISA	C
01	00423507	391.23	10/20/15	290181 SALINAS, ROXANNA	C
01	00423508	117.00	10/20/15	412775 SEPULVEDA, VERONICA	C
01	00423509	325.00	10/20/15	96431 TEXAS ASSOCIATION FOR COURT ADM.	C
01	00423510	150.00	10/20/15	292176 TEXAS STATE UNIVERSITY/SAN MARCOS	C
01	00423511	437.00	10/20/15	260274 THE SAN LUIS RESORT SPA & CONFERENCE CTR	C
01	00423512	20.00	10/20/15	284718 VILLARREAL, ROBERTO J.	C
01	00423513	1,311.90	10/20/15	281735 COOK-JOYCE, INC.	C
01	00423514	24,507.82	10/20/15	280046 L & G CONSULTING ENGINEERS, INC.	C
01	00423515	450.00	10/20/15	213055 SOUTH TEXAS LAND INVESTIGATIONS	C
01	00423516	32,550.00	10/20/15	263532 TEXAS CONFERENCE OF URBAN COUNTIES	C
01	00423517	5.81	10/20/15	229334 CITY OF DONNA	C
01	00423518	50.00	10/20/15	367079 CITY OF PHARR	C
01	00423519	112.36	10/20/15	287024 VERIZON WIRELESS	C
01	00423520	750.00	10/20/15	368954 LAW OFFICE OF DIANA FUENTES AGUILAR	C
01	00423521	300.00	10/20/15	319317 AHLMAN, LUCAS E	C
01	00423522	5,160.00	10/20/15	201979 ALEMAN, JAIME	C
01	00423523	1,100.00	10/20/15	305464 ALVAREZ, JUAN R.	C
01	00423524	6,590.00	10/20/15	66702 ARIZPE, SOFIA	C
01	00423525	495.00	10/20/15	2526 ARTURO R. CANTU, ATTORNEY AT LAW	C
01	00423526	832.50	10/20/15	309931 BALL, JOHNATHAN TRACY	C
01	00423527	1,400.00	10/20/15	329134 BARBOSA, ALBERTO	C
01	00423528	1,985.00	10/20/15	299375 LAURA MARTINEZ BARBOSA	C
01	00423529	370.00	10/20/15	91456 LAW OFFICE OF MAURO BARREIRO	C
01	00423530	300.00	10/20/15	362921 BERGH, BETH L.	C
01	00423531	1,012.50	10/20/15	319104 CHRISTOPHER RYAN BRASURE	C
01	00423532	300.00	10/20/15	430897 BRITNY ROCHA	C
01	00423533	700.00	10/20/15	330752 CANALES, MELISA LARES	C
01	00423534	410.00	10/20/15	367028 CANTU-DELBOSQUE & ASSOCIATES, P.C.	C
01	00423535	2,650.00	10/20/15	205028 LAW OFFICE OF ROBERT M. CAPELLO JR. P.C.	C
01	00423536	2,670.00	10/20/15	404373 CAVAZOS, CHRISTOPHER P.	C
01	00423537	1,015.00	10/20/15	348147 EDNA ESCANAME CEDILLO	C
01	00423538	2,675.00	10/20/15	222232 LAW OFFICE OF M. TERESA CORONADO	C
01	00423539	500.00	10/20/15	396575 CRUZ, AUDRA	C
01	00423540	1,320.00	10/20/15	428523 DAVIS, DEMETRIUS J.	C

Bank	Check No	Amount	Date	Vendor	Type
01	00423541	1,300.00	10/20/15	410896 DE LA FUENTE, ARTEMIO JR.	C
01	00423542	400.00	10/20/15	398519 DE LA GARZA, RAFAEL III	C
01	00423543	1,085.00	10/20/15	422045 DE LUNA, JESSICA	C
01	00423544	705.00	10/20/15	213837 DIAZ, MELINDA	C
01	00423545	3,375.00	10/20/15	322555 ESPINOSA, PILAR V.	C
01	00423546	3,380.00	10/20/15	208809 ESQUIVEL, ROEL	C
01	00423547	1,300.00	10/20/15	270768 ROBERT FERNANDEZ, P.C.	C
01	00423548	3,315.00	10/20/15	345571 FLORES, ALFONSO RICARDO	C
01	00423549	3,890.00	10/20/15	249378 OSCAR RENE FLORES, P.C.	C
01	00423550	1,332.50	10/20/15	365041 RENE A. FLORES	C
01	00423551	400.00	10/20/15	427853 FLORES, ROBERT R.	C
01	00423552	1,845.00	10/20/15	362964 SYLVIA VEGA FLORES	C
01	00423553	300.00	10/20/15	294772 GALVAN, MONICA M.	C
01	00423554	350.00	10/20/15	387592 CARLOS MOCTEZUMA GARCIA	C
01	00423555	350.00	10/20/15	217743 LAW OFFICE OF DALINDA B. GARCIA	C
01	00423556	2,310.00	10/20/15	241873 JAIME ROEL GARCIA	C
01	00423557	617.50	10/20/15	406864 GARZA GARCIA, PLLC	C
01	00423558	1,895.00	10/20/15	145882 ABEL GARZA ATTORNEY AT LAW	C
01	00423559	1,567.50	10/20/15	371432 GARZA, AURELIO	C
01	00423560	2,505.00	10/20/15	434183 GARZA, DORA ALICIA	C
01	00423561	1,230.00	10/20/15	252743 GARZA, ROLANDO	C
01	00423562	1,187.50	10/20/15	19062 GOMEZ, JOSE ANTONIO	C
01	00423563	3,460.00	10/20/15	181188 GONZALES, FRANCISCO E. JR.	C
01	00423564	300.00	10/20/15	8311 GORENA, DAVID R.	C
01	00423565	1,322.65	10/20/15	385158 ARMANDO M. GUERRA & ASSOCIATES, PLLC	C
01	00423566	467.50	10/20/15	400785 GUERRA, JUAN FRANCISCO	C
01	00423567	700.00	10/20/15	199788 GUERRA, VICTORIA	C
01	00423568	780.00	10/20/15	417564 GUERRERO, JOSE ROBERTO	C
01	00423569	225.00	10/20/15	317055 LAW OFFICE OF LILLY A GUTIERREZ	C
01	00423570	440.00	10/20/15	376442 GUTIERREZ, ROEL	C
01	00423571	600.00	10/20/15	412406 HELLER, URI AARON	C
01	00423572	510.00	10/20/15	360953 HERNANDEZ, HECTOR JR.	C
01	00423573	432.50	10/20/15	240079 HIGDON LAW FIRM, P.C.	C
01	00423574	1,902.50	10/20/15	179094 JEANNE E. HOLMES, P.C.	C
01	00423575	800.00	10/20/15	378682 JARVIS LAW FIRM	C
01	00423576	1,500.00	10/20/15	390232 LAW OFFICE OF CARLOS R. GALVAN	C
01	00423577	1,985.00	10/20/15	123307 LAW OFFICE OF ELBA ROCHA, PLLC	C
01	00423578	750.00	10/20/15	92096 SEPULVEDA, ELOY	C
01	00423579	350.00	10/20/15	27359 LAW OFFICE OF OSCAR ALVAREZ	C
01	00423580	2,292.50	10/20/15	319309 LAW OFFICE OF TRACI LYNN EVANS	C
01	00423581	1,105.00	10/20/15	114383 LONGORIA, DANIEL Q.	C
01	00423582	2,400.00	10/20/15	254673 LOPEZ, GREGORIO R.	C
01	00423583	2,545.00	10/20/15	353582 LOPEZ, TEODULO L. JR.	C
01	00423584	400.00	10/20/15	396648 THE MANGI LAW OFFICE, P.C.	C
01	00423585	770.00	10/20/15	380725 MARROQUIN, ARMANDO JAMIL	C
01	00423586	1,000.00	10/20/15	307742 MARTINEZ, ARMANDO P.	C
01	00423587	2,215.00	10/20/15	354538 MEADOWS, SIDNEY	C
01	00423588	700.00	10/20/15	282669 LAW OFFICE OF ROBERTO MEZA, JR.	C
01	00423589	100.00	10/20/15	375462 MOLINA, EFRAIN JR.	C
01	00423590	1,250.00	10/20/15	159336 LAW OFFICE OF VERONICA MONCIVAIS	C
01	00423591	1,332.50	10/20/15	251127 LAW OFFICE OF MELISSA RIOS MONTES	C
01	00423592	935.00	10/20/15	265543 LAW OFFICE OF DANIEL MORA, III	C
01	00423593	2,590.00	10/20/15	226297 MORALES-MARTINEZ, NEREYDA	C
01	00423594	4,822.50	10/20/15	382647 JORGE MUNOZ	C
01	00423595	1,145.00	10/20/15	245364 NITSCH, PATRICK A.	C

Bank	Check No	Amount	Date	Vendor	Type
01	00423596	300.00	10/20/15	253871 OSORIO, ALBERTO	C
01	00423597	657.50	10/20/15	425630 OZUNA, JOSE DANIEL	C
01	00423598	1,400.00	10/20/15	424137 PALACIOS, GARZA & THOMPSON, P.C.	C
01	00423599	112.50	10/20/15	428744 PALACIOS-LOVE LAW PLLC	C
01	00423600	300.00	10/20/15	403377 PATINO & ASSOCIATES PLLC	C
01	00423601	355.00	10/20/15	402320 PENA LAW GROUP, PLLC	C
01	00423602	205.00	10/20/15	143456 LAW OFFICE OF GEORGE PITCHFORD	C
01	00423603	917.50	10/20/15	209783 RAMIREZ, CARMEN B.	C
01	00423604	1,625.00	10/20/15	291749 RAMIREZ, JOSE ALBINO	C
01	00423605	1,125.00	10/20/15	159328 RAMIREZ, LUIS R.	C
01	00423606	1,595.00	10/20/15	95982 RAMIREZ, MARIO	C
01	00423607	4,205.00	10/20/15	182273 REYES, DANIEL R.	C
01	00423608	775.00	10/20/15	217026 REYNA, JOSE J.	C
01	00423609	785.00	10/20/15	98655 RICHARD GARZA, ATTORNEY AT LAW	C
01	00423610	1,695.00	10/20/15	297615 LAW OFFICE OF REGINA RICHARDSON	C
01	00423611	1,177.50	10/20/15	418943 RIGNEY, PATRICIA ANN	C
01	00423612	3,552.50	10/20/15	255599 RODRIGUEZ, BERTHA ISABEL	C
01	00423613	1,805.00	10/20/15	256463 RODRIGUEZ, JOHN J.	C
01	00423614	1,200.00	10/20/15	156469 THE LAW OFFICE OF RAMON ROSALES JR, P.C.	C
01	00423615	700.00	10/20/15	248614 SAENZ, DAVID	C
01	00423616	1,677.50	10/20/15	353477 SAHADI, JAMES M.	C
01	00423617	2,650.00	10/20/15	423777 SALINAS, JORGE A.	C
01	00423618	6,525.00	10/20/15	317063 ROBERT J. SALINAS	C
01	00423619	14,745.00	10/20/15	311553 THE SANCHEZ LAW FIRM	C
01	00423620	252.50	10/20/15	165042 LAW OFFICE OF RENE SEGUNDO	C
01	00423621	700.00	10/20/15	436607 SOLIS, JOSE ANTONIO	C
01	00423622	970.00	10/20/15	400335 SOLIS, ROGELIO	C
01	00423623	452.50	10/20/15	436542 LAW OFFICE OF CHRIS SULLY	C
01	00423624	850.00	10/20/15	320102 LAW OFFICE OF LAURO B. TREJO III	C
01	00423625	1,395.00	10/20/15	320196 VALDEZ, ROOSEVELT ROY	C
01	00423626	400.00	10/20/15	383678 THE VARGAS LAW FIRM	C
01	00423627	1,050.00	10/20/15	251186 THE VASQUEZ LAW FIRM, PC	C
01	00423628	7,545.00	10/20/15	204927 VASQUEZ, LIBRADO KENO	C
01	00423629	1,552.50	10/20/15	51764 UNITED STATES TREASURY	C
01	00423630	225.00	10/20/15	295973 LAW OFFICE OF LENNARD K WHITTAKER	C
01	00423631	2,847.50	10/20/15	326585 WISE, MIGUEL D.	C
01	00423632	1,362.55	10/20/15	328626 AT&T	C
01	00423633	520.00	10/20/15	211532 A SIGN LANGUAGE CO.	C
01	00423634	221.89	10/20/15	89885 ACTION HYDRAULIC HOSES, ETC.	C
01	00423635	227.43	10/20/15	332674 ADVANCE STORES COMPANY, INC.	C
01	00423636	28.16	10/20/15	363588 AGUA SPECIAL UTILITY DISTRICT	C
01	00423637	32.72	10/20/15	363588 AGUA SPECIAL UTILITY DISTRICT	C
01	00423638	41.48	10/20/15	363588 AGUA SPECIAL UTILITY DISTRICT	C
01	00423639	63.44	10/20/15	363588 AGUA SPECIAL UTILITY DISTRICT	C
01	00423640	41.60	10/20/15	401374 AIM MEDIA TEXAS OPERATING, LLC	C
01	00423641	403.80	10/20/15	401374 AIM MEDIA TEXAS OPERATING, LLC	C
01	00423642	18.45	10/20/15	416410 AIRGAS USA, LLC	C
01	00423643	58.99	10/20/15	399140 ALARM SECURITY GROUP LLC	C
01	00423644	2,500.00	10/20/15	201979 ALEMAN, JAIME	C
01	00423645	800.00	10/20/15	196339 AMERICAN AUDIO ALARM & TINT	C
01	00423646	1,080.00	10/20/15	400700 AMERICAN SURVEILLANCE COMPANY, INC.	C
01	00423647	360.00	10/20/15	400700 AMERICAN SURVEILLANCE COMPANY, INC.	C
01	00423648	180.00	10/20/15	400700 AMERICAN SURVEILLANCE COMPANY, INC.	C
01	00423649	65.82	10/20/15	1961 ANDERSON EQUIPMENT CO INC	C
01	00423650	875.00	10/20/15	199362 ANRIGE, INC.	C

Bank	Check No	Amount	Date	Vendor		Type
01	00423651	33,632.07	10/20/15	302465	ARGUINDEGUI OIL CO II LTD	C
01	00423652	243.10	10/20/15	366501	AT&T MOBILITY	C
01	00423653	2,999.49	10/20/15	2666	ATLAS, HALL & RODRIGUEZ, L.L.P	C
01	00423654	45,181.00	10/20/15	342009	AUTOPSY SVCS & EXPERT TESTIMONY, PLLC	C
01	00423655	5,974.93	10/20/15	337412	AUTOZONE	C
01	00423656	6,981.37	10/20/15	430528	BENJAMIN FOODS, LLC	C
01	00423657	5,816.45	10/20/15	264423	B.C. FOOD GROUP, LLC	C
01	00423658	500.00	10/20/15	385778	BIO-OPS, LLC.	C
01	00423659	1,490.40	10/20/15	90476	BOB BARKER COMPANY, INC	C
01	00423660	12,688.46	10/20/15	438952	BULLEX, INC.	C
01	00423661	793.99	10/20/15	4537	BURTON AUTO SUPPLY, INC	C
01	00423662	2,361.00	10/20/15	4561	BUSTER LIND PRODUCE	C
01	00423663	114.16	10/20/15	261726	CARRIER ENTERPRISE, LLC	C
01	00423664	16.95	10/20/15	140651	CARWASH CARWASH	C
01	00423665	75.90	10/20/15	426334	CASTRO, CYNTHIA A.	C
01	00423666	2,500.00	10/20/15	101575	CASTRO, DAVID M.	C
01	00423667	48,013.62	10/20/15	439789	CATERPILLAR FINANCIAL SERVICES CORPORATI	C
01	00423668	3,821.95	10/20/15	153915	CDW GOVERNMENT INC.	C
01	00423669	133.86	10/20/15	153915	CDW GOVERNMENT INC.	C
01	00423670	9.48	10/20/15	153915	CDW GOVERNMENT INC.	C
01	00423671	341.00	10/20/15	428752	CENTER FOR DISEASE DETECTION, LLC	C
01	00423672	2,548.26	10/20/15	10197	CITY OF EDINBURG	C
01	00423673	166.50	10/20/15	100137	CITY OF ELSA	C
01	00423674	598.15	10/20/15	6637	CITY OF MISSION	C
01	00423675	359.31	10/20/15	76554	CITY OF SAN JUAN	C
01	00423676	12,942.91	10/20/15	403954	COLORADO BOXED BEEF CO.	C
01	00423677	3,636.91	10/20/15	214442	COMMERCIAL KITCHEN	C
01	00423678	8,354.75	10/20/15	436410	COMMUNITY HEALTHCARE TRUST SERVICES, INC	C
01	00423679	39.05	10/20/15	360147	COPY PLUS LLC	C
01	00423680	25.42	10/20/15	270563	CPL RETAIL ENERGY, LP	C
01	00423681	20.00	10/20/15	310239	D & M CLEANERS	C
01	00423682	64.83	10/20/15	436747	DE LEON, FRANCISCO III	C
01	00423683	7,008.00	10/20/15	178136	DELL MARKETING L.P.	C
01	00423684	192.00	10/20/15	227153	ECONOMY TIRES & WHEELS	C
01	00423685	850.00	10/20/15	174181	GOMEZ, NOE	C
01	00423686	510.09	10/20/15	297496	EWING IRRIGATION PRODUCTS INC.	C
01	00423687	3,173.10	10/20/15	11827	FARMER BROS. CO.	C
01	00423688	52.79	10/20/15	11908	FEDEX	C
01	00423689	107.10	10/20/15	11908	FEDEX	C
01	00423690	240.00	10/20/15	188158	FILTERS FIRST D/B/A AIR FILTER COMPANY	C
01	00423691	8,124.71	10/20/15	289612	FLOWERS BAKING CO. OF SAN ANTONIO, LLC	C
01	00423692	109.41	10/20/15	13129	FRENCH ELLISON TRUCK CENTER LLC	C
01	00423693	42.20	10/20/15	428450	FRESHPOINT SOUTH TEXAS, LP	C
01	00423694	7,817.69	10/20/15	13897	GATEWAY PRINTING & OFFICE SUPPLY, INC.	C
01	00423695	960.34	10/20/15	211567	GE CAPITAL INFORMATION TECHNOLOGY SOLUTI	C
01	00423696	220.00	10/20/15	431613	GIBLER, NICHOLAS ALONZO	C
01	00423697	1,795.83	10/20/15	210471	GOMEZ, AGUSTIN	C
01	00423698	4,537.50	10/20/15	359211	GONZALEZ, AMANDO O.	C
01	00423699	19.58	10/20/15	383503	GUAJARDO, ABIGAIL	C
01	00423700	76.00	10/20/15	15253	GULF COAST PAPER CO.	C
01	00423701	823.34	10/20/15	201367	H & H GOLF CARTS, INC.	C
01	00423702	17,080.00	10/20/15	16357	HIDALGO CO. DISTRICT CLERK	C
01	00423703	7.50	10/20/15	432644	HIDALGO COUNTY TAX ASSESSOR-COLLECTOR	C
01	00423704	7.50	10/20/15	432644	HIDALGO COUNTY TAX ASSESSOR-COLLECTOR	C
01	00423705	7.50	10/20/15	432644	HIDALGO COUNTY TAX ASSESSOR-COLLECTOR	C

Bank	Check No	Amount	Date	Vendor		Type
01	00423706	259.60	10/20/15	94366	BD HOLT CO	C
01	00423707	2,105.41	10/20/15	291374	HOME DEPOT CREDIT SERVICES	C
01	00423708	191.18	10/20/15	405078	INDUSTRIAL DISTRIBUTION GROUP	C
01	00423709	4,761.42	10/20/15	379093	INSIGHT PUBLIC SECTOR, INC.	C
01	00423710	140.00	10/20/15	350605	INTERNATIONAL ASSOCIATION OF	C
01	00423711	48.24	10/20/15	179442	IVAN'S AUTOMOTIVE	C
01	00423712	187.25	10/20/15	309125	J & M HYDRAULICS	C
01	00423713	844.14	10/20/15	262447	JOHNSON SUPPLY	C
01	00423714	2,224.28	10/20/15	253324	JOHNSTONE SUPPLY-PHARR	C
01	00423715	105.00	10/20/15	175048	JONES MCCLURE PUBLISHING	C
01	00423716	226.50	10/20/15	119784	LABATT FOOD SERVICE	C
01	00423717	7,937.34	10/20/15	204129	LAW OFFICES OF PRESTON HENRICHSON P.C.	C
01	00423718	117.22	10/20/15	282693	LEXISNEXIS RISK DATA MANAGEMENT INC	C
01	00423719	151.00	10/20/15	237507	LEXISNEXIS	C
01	00423720	732.00	10/20/15	237507	LEXISNEXIS	C
01	00423721	5.00	10/20/15	222712	LINEBARGER, HEARD, BLAIN, GRAHAM, PENA &	C
01	00423722	6,725.00	10/20/15	21415	LINN-SAN MANUEL FIRE DEPT	C
01	00423723	378.63	10/20/15	168602	LONE STAR NATIONAL BANK	C
01	00423724	15,362.63	10/20/15	22438	MAGIC VALLEY ELECTRIC CO-OP, INC.	C
01	00423725	2,210.59	10/20/15	22438	MAGIC VALLEY ELECTRIC CO-OP, INC.	C
01	00423726	53.86	10/20/15	22438	MAGIC VALLEY ELECTRIC CO-OP, INC.	C
01	00423727	1,450.42	10/20/15	23493	MATT'S CASH & CARRY	C
01	00423728	1,226.04	10/20/15	370886	MCALLEN COMMUNICATIONS COMPANY INC	C
01	00423729	250.00	10/20/15	266264	SOUTH TEXAS HEALTH SYSTEM	C
01	00423730	560.04	10/20/15	196681	MCCOY'S BUILDING SUPPLY CTR #33	C
01	00423731	305.61	10/20/15	194948	MCCOY'S BUILDING SUPPLY CTR	C
01	00423732	525.00	10/20/15	300675	MEMORIAL FUNERAL HOME	C
01	00423733	2,114.72	10/20/15	190454	MICHELIN NORTH AMERICA, INC.	C
01	00423734	2,236.54	10/20/15	138479	MILITARY HIGHWAY WATER SUPPLY CORP.	C
01	00423735	108.74	10/20/15	138479	MILITARY HIGHWAY WATER SUPPLY CORP.	C
01	00423736	550.00	10/20/15	170321	MIRTA ZORRILLA, M.D. P.A.	C
01	00423737	78.97	10/20/15	24996	MISSION AUTO ELECTRIC, INC.	C
01	00423738	38.89	10/20/15	388467	MODEL LAUNDRY, LLC	C
01	00423739	71.00	10/20/15	72745	MONTALVO INSURANCE AGENCY, INC.	C
01	00423740	2,243.54	10/20/15	414492	MOUNTAIN GLACIER, LLC	C
01	00423741	12.65	10/20/15	129259	MURPHY, ELVA	C
01	00423742	202.43	10/20/15	3166	NEUHAUS & COMPANY LTD	C
01	00423743	7,500.00	10/20/15	421863	NOLTING, KEVIN V.	C
01	00423744	319.73	10/20/15	25895	NORTH ALAMO WATER SUPPLY CORP	C
01	00423745	70.54	10/20/15	25895	NORTH ALAMO WATER SUPPLY CORP	C
01	00423746	167.23	10/20/15	25895	NORTH ALAMO WATER SUPPLY CORP	C
01	00423747	34.50	10/20/15	25895	NORTH ALAMO WATER SUPPLY CORP	C
01	00423748	30.91	10/20/15	25895	NORTH ALAMO WATER SUPPLY CORP	C
01	00423749	941.93	10/20/15	221945	O'REILLY AUTOMOTIVE STORES, INC.	C
01	00423750	6,120.11	10/20/15	255165	O. E. INVESTMENTS, LTD	C
01	00423751	435.98	10/20/15	347418	OMNICARE SAN ANTONIO	C
01	00423752	1,550.00	10/20/15	151718	PALMVIEW VOL FIRE DEPARTMENT	C
01	00423753	17,155.18	10/20/15	247448	PERFORMANCE FOOD GROUP OF TEXAS-VICTORIA	C
01	00423754	369.95	10/20/15	154571	POSTMASTER	C
01	00423755	20,000.00	10/20/15	28894	POSTMASTER	C
01	00423756	7,206.00	10/20/15	28894	POSTMASTER	C
01	00423757	350.00	10/20/15	332755	PRECISION DELTA CORP	C
01	00423758	540.26	10/20/15	91987	PUEBLO TIRES LTD	C
01	00423759	39,419.61	10/20/15	277223	RELIANT, DEPT 0954	C
01	00423760	89,498.90	10/20/15	277223	RELIANT, DEPT 0954	C

Bank	Check No	Amount	Date	Vendor	Type
01	00423761	.29	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423762	45.45	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423763	962.76	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423764	75.75	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423765	27,213.66	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423766	253.02	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423767	6.16	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423768	58.02	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423769	47.59	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423770	79.37	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423771	28.14	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423772	26.73	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423773	177.09	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423774	37.48	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423775	12.49	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423776	10.60	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423777	24.51	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423778	33.21	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423779	39.84	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423780	7.11	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423781	99.94	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423782	158.86	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423783	29.24	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423784	6.65	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423785	27.35	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423786	30.56	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423787	139.86	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423788	16.59	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423789	49.01	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423790	272.27	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423791	301.21	10/20/15	277223 RELIANT, DEPT 0954	C
01	00423792	347.80	10/20/15	401854 REPUBLIC SERVICES, INC. #863	C
01	00423793	75.75	10/20/15	291463 RGV PIZZA HUT, LLC	C
01	00423794	38.97	10/20/15	216607 RIO HYDRAULIC, LLC	C
01	00423795	204.15	10/20/15	269123 RUSH TRUCK CENTERS OF TEXAS, LP	C
01	00423796	105.59	10/20/15	429910 SALAZAR, GRISELDA	C
01	00423797	28.00	10/20/15	399981 SANCHEZ, ROBERT	C
01	00423798	25.07	10/20/15	34088 SHARYLAND WATER SUPPLY CORP	C
01	00423799	26.45	10/20/15	393479 SILVA, ANTONIO	C
01	00423800	28.90	10/20/15	34797 SOUTH TEXAS COMMUNICATIONS, INC.	C
01	00423801	545.50	10/20/15	129763 SOUTHERN FOODS GROUP, LLC	C
01	00423802	506.00	10/20/15	328804 SOUTHERN TIRE MART	C
01	00423803	206.82	10/20/15	35173 SPIKES MOTOR COMPANY	C
01	00423804	4,839.91	10/20/15	319449 STAPLES ADVANTAGE	C
01	00423805	45.43	10/20/15	424897 SULLIVAN, JULIA BENITEZ	C
01	00423806	4,575.27	10/20/15	114243 SYSCO INC.	C
01	00423807	150.00	10/20/15	340502 TEXAS ASSOCIATION OF GOVERNMENTAL	C
01	00423808	1,920.00	10/20/15	171751 TEXAS COMM. ON ENVIRONMENTAL QUALITY	C
01	00423809	1,020.00	10/20/15	162663 TEXAS COMMISSION ON FIRE PROTECTION	C
01	00423810	41.21	10/20/15	288888 TEXAS GAS SERVICE	C
01	00423811	966.00	10/20/15	369039 TEXAS LAND RECLAMATION LLC	C
01	00423812	300.00	10/20/15	419532 THE J. RAMIREZ LAW FIRM	C
01	00423813	69.84	10/20/15	400645 THE UPS STORE 5925	C
01	00423814	216.20	10/20/15	400645 THE UPS STORE 5925	C
01	00423815	111.52	10/20/15	231924 TIME WARNER CABLE	C

Bank	Check No	Amount	Date	Vendor	Type
01	00423816	101.78	10/20/15	231924 TIME WARNER CABLE	C
01	00423817	94.00	10/20/15	302007 TIRE CENTERS, LLC	C
01	00423818	672.66	10/20/15	213934 TRANE U.S. INC.	C
01	00423819	3,061.70	10/20/15	401838 U.S. BANK NATIONAL ASSOCIATION ND	C
01	00423820	4,228.97	10/20/15	401838 U.S. BANK NATIONAL ASSOCIATION ND	C
01	00423821	4,049.34	10/20/15	401838 U.S. BANK NATIONAL ASSOCIATION ND	C
01	00423822	393.94	10/20/15	36927 UNIFIRST HOLDINGS, INC	C
01	00423823	1,600.00	10/20/15	262625 VAL VERDE MEMORIAL GARDENS	C
01	00423824	10,420.83	10/20/15	332216 VALLEY METRO SECURITY LLC	C
01	00423825	1,109.97	10/20/15	132799 VALLEY OUTDOOR POWER EQUIPMENT, INC.	C
01	00423826	1,027.15	10/20/15	40363 CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	C
01	00423827	40.00	10/20/15	278211 VASQUEZ, REGINA CSR	C
01	00423828	189.95	10/20/15	287024 VERIZON WIRELESS	C
01	00423829	185.34	10/20/15	287024 VERIZON WIRELESS	C
01	00423830	367.00	10/20/15	287024 VERIZON WIRELESS	C
01	00423831	205.68	10/20/15	287024 VERIZON WIRELESS	C
01	00423832	37.99	10/20/15	287024 VERIZON WIRELESS	C
01	00423833	189.95	10/20/15	287024 VERIZON WIRELESS	C
01	00423834	205.68	10/20/15	287024 VERIZON WIRELESS	C
01	00423835	151.96	10/20/15	287024 VERIZON WIRELESS	C
01	00423836	287.52	10/20/15	40991 W. W. GRAINGER INC.	C
01	00423837	85.90	10/20/15	392251 WASTE CONNECTIONS OF TEXAS	C
01	00423838	74,755.02	10/20/15	41289 WAUKESHA-PEARCE INDUSTRIES, INC.	C
01	00423839	245.99	10/20/15	78344 WEAKS MARTIN IMPLEMENT CO., INC.	C
01	00423840	126.00	10/20/15	41548 WEST PUBLISHING CORPORATION	C
01	00423841	1,500.00	10/20/15	220833 WINDSHIELDS XPRESS	C
01	00423842	4,233.69	10/20/15	42129 XEROX CORPORATION	C
01	00423843	506.68	10/20/15	42404 ZEE MEDICAL, INC.	C
Total Bank No 01		**919,629.05**			
02	00401480	-124.81	10/19/15	367885 ISLA GRAND BEACH RESORT	CV
02	00406458	425.00	10/20/15	348716 ADVANCED LAW ENFORCEMENT READINESS	C
02	00406459	425.00	10/20/15	348716 ADVANCED LAW ENFORCEMENT READINESS	C
02	00406460	425.00	10/20/15	348716 ADVANCED LAW ENFORCEMENT READINESS	C
02	00406461	9,177.02	10/20/15	343277 CITIBANK	C
02	00406462	147.00	10/20/15	439746 GARZA, ROLANDO	C
02	00406463	147.00	10/20/15	316938 HERRERA, STEVE	C
02	00406464	147.00	10/20/15	296236 MADRIGAL, RALPH	C
02	00406465	500.00	10/20/15	427829 TEXAS SOUTHMOST COLLEGE	C
02	00406466	500.00	10/20/15	427829 TEXAS SOUTHMOST COLLEGE	C
02	00406467	500.00	10/20/15	427829 TEXAS SOUTHMOST COLLEGE	C
02	00406468	500.00	10/20/15	427829 TEXAS SOUTHMOST COLLEGE	C
02	00406469	2,914.45	10/20/15	400742 2GS, LLC.	C
02	00406470	4,398.33	10/20/15	280046 L & G CONSULTING ENGINEERS, INC.	C
02	00406471	25,725.00	10/20/15	263532 TEXAS CONFERENCE OF URBAN COUNTIES	C
02	00406472	3,000.00	10/20/15	169498 URBAN COUNTY PROGRAM	C
02	00406473	304,260.30	10/20/15	399949 FJW CONSTRUCTION, LLC	C
02	00406474	35,400.00	10/20/15	280046 L & G CONSULTING ENGINEERS, INC.	C
02	00406475	206.50	10/20/15	439800 ABREGO-ARAIZA, JUANITA SYLIVA	C
02	00406476	255.00	10/20/15	342033 AIRCOOL TECH - ACT CORPORATION	C
02	00406477	85.00	10/20/15	403709 AL3 ENTERPRISES, LLC	C
02	00406478	21.68	10/20/15	428302 ALANIZ, REYNALDO	C
02	00406479	306.50	10/20/15	430676 ALVAREZ, JUAN JOSE	C
02	00406480	4,800.00	10/20/15	296945 BARBOZA, MIGUEL JR	C
02	00406481	7,377.30	10/20/15	399728 BIC DEVELOPMENT CORP.	C

Bank	Check No	Amount	Date	Vendor	Type
02	00406482	18,468.00	10/20/15	329983 BRAVADO DESIGNS INC	C
02	00406483	350.00	10/20/15	204226 CALERA, INC.	C
02	00406484	102.35	10/20/15	423050 HAYS HOSPITALITY LP	C
02	00406485	118.00	10/20/15	119695 CARDONA, DIANA	C
02	00406486	78.00	10/20/15	426016 CARRIZALES, ESTHER BURLENE	C
02	00406487	111.28	10/20/15	153915 CDW GOVERNMENT INC.	C
02	00406488	871.00	10/20/15	343277 CITIBANK	C
02	00406489	61.96	10/20/15	229334 CITY OF DONNA	C
02	00406490	61.94	10/20/15	10197 CITY OF EDINBURG	C
02	00406491	245.00	10/20/15	335126 DECKER, ELIDA M	C
02	00406492	91.09	10/20/15	312002 DEPARTMENT OF STATE HEALTH SERVICES	C
02	00406493	2,550.00	10/20/15	201065 DR. RALPH H. JACKSON	C
02	00406494	44.84	10/20/15	396095 ENTERPRISE HOLDINGS, INC.	C
02	00406495	900.00	10/20/15	341908 ENTERPRISE RENT A TRUCK	C
02	00406496	445.00	10/20/15	187348 FRED PRYOR SEMINARS / CAREERTRACK	C
02	00406497	543.76	10/20/15	169242 GCR TIRES CENTERS	C
02	00406498	545.95	10/20/15	120014 GUERRERO, RICARDO	C
02	00406499	266.00	10/20/15	15261 GULF DATA PRODUCTS	C
02	00406500	1,409.80	10/20/15	296627 HENRY SCHEIN, INC.	C
02	00406501	414.91	10/20/15	270962 HIDALGO COUNTY CSCD	C
02	00406502	299.66	10/20/15	401161 HOMEWOOD SUITES AUSTIN	C
02	00406503	660.85	10/20/15	284149 JEAN'S RESTAURANT SUPPLY	C
02	00406504	99.24	10/20/15	210994 LA QUINTA INN & SUITES	C
02	00406505	78.00	10/20/15	26727 LONGORIA, NORMA	C
02	00406506	250.25	10/20/15	394432 MARTINEZ, GLENDA	C
02	00406507	3,340.00	10/20/15	430854 MEL BROWN & ASSOCIATES	C
02	00406508	273.06	10/20/15	221945 O'REILLY AUTOMOTIVE STORES, INC.	C
02	00406509	556.30	10/20/15	388017 PATRICK, ARNOLD K.	C
02	00406510	33.75	10/20/15	341398 PENA, PALMIRA R.	C
02	00406511	10,938.32	10/20/15	277223 RELIANT, DEPT 0954	C
02	00406512	4,975.00	10/20/15	439177 RREAL, LLC	C
02	00406513	117.00	10/20/15	189669 SALINAS, GLORIA E.	C
02	00406514	117.00	10/20/15	400564 SALINAS, JEANNE	C
02	00406515	225.00	10/20/15	33251 SAM HOUSTON STATE UNIVERSITY	C
02	00406516	450.00	10/20/15	33251 SAM HOUSTON STATE UNIVERSITY	C
02	00406517	206.50	10/20/15	439819 SANCHEZ, CRYSTAL	C
02	00406518	492.35	10/20/15	17701 SILVA, ISRAEL JR.	C
02	00406519	6,187.50	10/20/15	397806 SPI VENTURES, LLP	C
02	00406520	789.60	10/20/15	319449 STAPLES BUSINESS ADVANTAGE	C
02	00406521	645.00	10/20/15	35351 STATE BAR OF TEXAS	C
02	00406522	4,000.00	10/20/15	433047 TEXAS ASSOCIATION OF CITY AND COUNTY	C
02	00406523	375.00	10/20/15	306916 TEXAS COMMUNITY SERVICE ASSOCIATION	C
02	00406524	641.14	10/20/15	288888 TEXAS GAS SERVICE	C
02	00406525	444.09	10/20/15	423262 TPPROPERTY LLC	C
02	00406526	444.09	10/20/15	423262 TPPROPERTY LLC	C
02	00406527	720.00	10/20/15	38792 TROPICAL TEXAS BEHAVIORAL HEALTH	C
02	00406528	156.69	10/20/15	401838 U.S. BANK NATIONAL ASSOCIATION ND	C
02	00406529	132.59	10/20/15	251577 VERIZON SOUTHWEST, INC.	C
02	00406530	163.60	10/20/15	287024 VERIZON WIRELESS	C
02	00406531	81.98	10/20/15	42129 XEROX CORPORATION	C
02	00406532	73.02	10/20/15	328308 ZAVALA, RICARDO	C
02	00406533	900.00	10/20/15	198412 ACE COURT REPORTING SERVICE & DIGITAL	C
02	00406534	1,568.23	10/20/15	332674 ADVANCE STORES COMPANY, INC.	C
02	00406535	25.76	10/20/15	399140 ALARM SECURITY GROUP LLC	C
02	00406536	8,257.69	10/20/15	302465 ARGUINDEGUI OIL CO II LTD	C

Bank	Check No	Amount	Date	Vendor		Type
02	00406537	5,066.00	10/20/15	366501	AT&T MOBILITY	C
02	00406538	130.54	10/20/15	3816	BILL BUNTON AUTO SUPPLY & MACHINE INC.	C
02	00406539	561.50	10/20/15	153915	CDW GOVERNMENT INC.	C
02	00406540	67.80	10/20/15	324493	DOGGETT HEAVY MACHINERY SERVICES LLC	C
02	00406541	190.00	10/20/15	227153	ECONOMY TIRES & WHEELS	C
02	00406542	1,200.00	10/20/15	110736	FLORES, ADELAIDO JR.	C
02	00406543	30,498.75	10/20/15	125717	FRONTERA MATERIALS, INC.	C
02	00406544	297.00	10/20/15	77402	G.T. DISTRIBUTORS, INC.	C
02	00406545	600.00	10/20/15	241873	JAIME ROEL GARCIA	C
02	00406546	297.88	10/20/15	13897	GATEWAY PRINTING & OFFICE SUPPLY, INC.	C
02	00406547	825.80	10/20/15	15369	GUTHRIE'S LOCKSMITH & SAFE SHOP	C
02	00406548	1,871.52	10/20/15	94366	BD HOLT CO	C
02	00406549	65.00	10/20/15	389048	KINSEL, LISA	C
02	00406550	265.00	10/20/15	191809	LIVELY, SHANA	C
02	00406551	1,041.81	10/20/15	22438	MAGIC VALLEY ELECTRIC CO-OP, INC.	C
02	00406552	179.40	10/20/15	305863	MARROQUIN, DAVID T.	C
02	00406553	513.25	10/20/15	399590	MEZA, FILEMON	C
02	00406554	1,057.36	10/20/15	190454	MICHELIN NORTH AMERICA, INC.	C
02	00406555	279.59	10/20/15	138479	MILITARY HIGHWAY WATER SUPPLY CORP.	C
02	00406556	140.00	10/20/15	414492	MOUNTAIN GLACIER, LLC	C
02	00406557	731.76	10/20/15	3166	BARBEE-NEUHAUS IMPL CO	C
02	00406558	224.81	10/20/15	25895	NORTH ALAMO WATER SUPPLY CORP	C
02	00406559	100.14	10/20/15	221945	O'REILLY AUTOMOTIVE STORES, INC.	C
02	00406560	130.00	10/20/15	43192	R.E. FRIEDRICHS CO	C
02	00406561	320.00	10/20/15	156876	RAM TRUCK SERVICE, INC.	C
02	00406562	12.33	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406563	55.65	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406564	6.00	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406565	391.55	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406566	1,190.85	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406567	1,306.18	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406568	73.52	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406569	285.76	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406570	402.90	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406571	1,078.72	10/20/15	277223	RELIANT, DEPT 0954	C
02	00406572	1,883.97	10/20/15	269123	RUSH TRUCK CENTERS OF TEXAS, LP	C
02	00406573	191.15	10/20/15	93963	SAFETY-KLEEN SYSTEMS, INC.	C
02	00406574	952.38	10/20/15	319449	STAPLES ADVANTAGE	C
02	00406575	35.00	10/20/15	133655	SUPERIOR ALARMS	C
02	00406576	10.00	10/20/15	36927	UNIFIRST HOLDINGS, INC	C
02	00406577	311.10	10/20/15	36927	UNIFIRST HOLDINGS, INC	C
02	00406578	4,426.59	10/20/15	332216	VALLEY METRO SECURITY LLC	C
02	00406579	498.84	10/20/15	287024	VERIZON WIRELESS	C
02	00406580	1,367.64	10/20/15	287024	VERIZON WIRELESS	C
02	00406581	31.20	10/20/15	287024	VERIZON WIRELESS	C
02	00406582	988.25	10/20/15	40991	GRAINGER	C
02	00406583	231.66	10/20/15	179337	WASTE MANAGEMENT OF TEXAS, INC.	C
02	00406584	290.00	10/20/15	220833	WINDSHIELDS XPRESS	C
02	00406585	162.36	10/20/15	42129	XEROX CORPORATION	C
Total Bank No 02		**540,753.92**				
04	00016428	29,424.44	10/20/15	400742	2GS, LLC.	C
04	00016429	149.18	10/20/15	153915	CDW GOVERNMENT INC.	C
04	00016430	1,094.21	10/20/15	270563	CPL RETAIL ENERGY	C
04	00016431	6,035.71	10/20/15	280046	L & G CONSULTING ENGINEERS, INC.	C

Bank	Check No	Amount	Date	Vendor	Type
04	00016432	3,680.74	10/20/15	280046 L & G CONSULTING ENGINEERS, INC.	C
04	00016433	21,400.36	10/20/15	280046 L & G CONSULTING ENGINEERS, INC.	C
04	00016434	5,488.44	10/20/15	280046 L & G CONSULTING ENGINEERS, INC.	C
04	00016435	49,000.00	10/20/15	280046 L & G CONSULTING ENGINEERS, INC.	C
04	00016436	5,276.70	10/20/15	388459 PRODIGY CONSTRUCTION MANAGEMENT LLC	C
04	00016437	16,999.50	10/20/15	234443 R. GUTIERREZ ENGINEERING CORPORATION	C
Total Bank No 04		**138,549.28**			
05	00024699	25.00	10/15/15	157228 HIDALGO CO. UNITED WAY	C
05	00024700	32.18	10/15/15	349453 PRE-PAID LEGAL SERVICES, INC	C
05	00024701	12,746.22	10/16/15	158275 BOUDLOCHE, CINDY	C
05	00024702	2,310.00	10/16/15	252123 COMBINED LAW ENFORCEMENT ASSOC OF TEXAS	C
05	00024703	570.00	10/16/15	262838 HIDALGO CO ADULT PROBATION	C
05	00024704	1,039.00	10/16/15	157228 HIDALGO CO. UNITED WAY	C
05	00024705	306.00	10/16/15	261394 HIDALGO COUNTY SHERIFF LAW ENFORCE ASSOC	C
05	00024706	3,857.00	10/16/15	282944 HIDALGO COUNTY SHERIFF'S ASSOCIATION	C
05	00024707	971.33	10/16/15	167479 TEXAS GUARANTEED STUDENT LOAN CORPORATIO	C
05	00024708	39.00	10/16/15	157228 HIDALGO CO. UNITED WAY	C
05	00024709	138.19	10/16/15	433012 CBE GROUP, INC.	C
05	00024710	803.37	10/16/15	285269 DEPT. OF CHILD SUPPORT SERVICES	C
05	00024711	15.03	10/16/15	435872 EDUCATIONAL CREDIT MANAGEMENT CORP.	C
05	00024712	161.43	10/16/15	426687 GREAT LAKES HIGHER EDUCATION GUARANTY	C
05	00024713	6.00	10/16/15	262838 HIDALGO CO ADULT PROBATION	C
05	00024714	351.23	10/16/15	266795 DIVISION OF CHILD SUPPORT SERVICES	C
05	00024715	212.64	10/16/15	220566 MICHIGAN STATE DISBURSEMENT UNIT	C
05	00024716	780.03	10/16/15	335975 MID ATLANTIC CAPITAL CORPORATION	C
05	00024717	156.00	10/16/15	420212 NEW JERSEY FAMILY SUPPORT PAYMENT CTR	C
05	00024718	76.39	10/16/15	349453 PRE-PAID LEGAL SERVICES, INC	C
05	00024719	3,976.89	10/16/15	349453 PRE-PAID LEGAL SERVICES, INC	C
05	00024720	623.31	10/16/15	336653 SERVICE EMPLOYEES INTERNATIONAL UNION	C
05	00024721	37.00	10/16/15	191167 SOUTH TEXAS COLLEGE	C
05	00024722	175.23	10/16/15	201324 U.S. DEPARTMENT OF EDUCATION	C
05	00024723	186.24	10/16/15	201324 U.S. DEPARTMENT OF EDUCATION	C
05	00024724	147.79	10/16/15	201324 U.S. DEPARTMENT OF EDUCATION	C
05	00024725	65.67	10/16/15	201324 U.S. DEPARTMENT OF EDUCATION	C
Total Bank No 05		**29,808.17**			
07	00006107	36.00	10/20/15	414492 MOUNTAIN GLACIER, LLC	C
Total Bank No 07		**36.00**			
15	00030536	469.21	10/20/15	369837 AVILA, PATRICIO R.	C
15	00030537	2,311.31	10/20/15	203408 CASA OF HIDALGO CO., INC.	C
15	00030538	2,140.60	10/20/15	122734 CITY OF ALTON	C
15	00030539	1,414.46	10/20/15	86525 DELTA SPECIALTIES SUPPLY	C
15	00030540	21,720.00	10/20/15	363286 GARZA, RENE D/B/A G & G CONTRACTORS	C
15	00030541	2,690.00	10/20/15	272566 HIDALGO COUNTY CLERK'S OFFICE	C
15	00030542	2,251.77	10/20/15	355003 HOPE FAMILY HEALTH CENTER	C
15	00030543	454.93	10/20/15	22438 MAGIC VALLEY ELECTRIC CO-OP, INC.	C
15	00030544	24.15	10/20/15	401293 SALINAS, BRANDY R.	C
15	00030545	9.74	10/20/15	344184 SAN ANTONIO RETAIL MERCHANTS ASSOCIATION	C
15	00030546	600.00	10/20/15	343978 THE PENSION COMPANY	C
15	00030547	830.00	10/20/15	169498 URBAN COUNTY PROGRAM	C
15	00030548	12.65	10/20/15	370924 ZAVALA, MARISELA	C
Total Bank No 15		**34,928.82**			

Bank	Check No	Amount	Date	Vendor		Type
					Total Hand Checks	.00
					Total Computer Checks	1,665,824.09
					Total ACH Checks	.00
					Total Other Checks	.00
					Total Electronic Checks	.00
					Total Computer Voids	-2,118.85
					Total Hand Voids	.00
					Total ACH Voids	.00
					Total Other Voids	.00
					Total Electronic Voids	.00
			Grand Total:			**1,663,705.24**

Batch Yr	Batch No	Amount
15	001059	-124.81
15	001506	-7.00
15	002019	-1,405.63
15	002890	-24.25
15	002958	-434.41
15	003153	-69.00
15	003651	127,337.52
15	003659	30,046.86
15	003662	25.00
15	003670	32.18
15	003671	47,127.69
15	003672	27,620.20
15	003675	29,675.24
15	003678	21,799.55
15	003680	173,817.61
15	003682	39.00
15	003686	14,480.00
15	003687	10,542.50
15	003688	8,765.00
15	003689	129,516.61
15	003690	233,406.78
15	003691	63,974.74
15	003693	53,092.15
15	003695	16,079.25
15	003696	87,955.59
15	003700	26,692.80
15	003701	39,847.50
15	003702	26,817.65
15	003703	34,320.00
15	003712	42,855.00
15	003715	7,912.44
15	003721	18,559.09
15	003724	34,928.82
15	003725	339,660.30
15	003728	8,425.32
15	003729	2,112.29
15	003732	6,996.86
15	003771	1,362.55

AI-51860 **2015 Intradept. (line item) Transfer** **2. A.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Lydia Barrientes, COUNTY COURT #3 (PROBATE)

Submitted By: Monica Badillo, EXECUTIVE OFFICE

Department: COUNTY COURT #3 (PROBATE)

Information

CAPTION

2015 - CC #3 Probate Court (1243)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1243-412-00-023-002-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-16-15.

Attachments

transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/16/2015 02:57 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Monica Badillo Started On: 10/16/2015 02:10 PM

Final Approval Date: 10/16/2015

DATE: October 16, 2015

DEPARTMENT HEAD: JUDGE HOMERO GARZA

DEPARTMENT NAME: PROBATE COURT - 023

ACCOUNT NUMBER: 5-1243-412-00-023-002-0

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
890	PROBATE COURT OTHER	583	TRAVEL OUT OF COUNTY	1,500.00
			TOTAL	1,500.00

REASON: TRAVEL TO SAN ANTONIO, TX
10TH ANNUAL COURSE FIDUCIARY LITIGATION

JUDGE HOMERO GARZA
DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE

ATTEST COUNTY CLERK

AI-51838 **2015 Intradept. (line item) Transfer** **2. B.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Eddie Cantu, COMM. PCT. #2 Submitted By: Esther Perez, COMM. PCT. #2

Department: COMM. PCT. #2

Information

CAPTION

2015 - Pct 2 Parks (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-452-00-122-008-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10/16/15.

Attachments

Transfer

uniform policy

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/16/2015 01:24 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Esther Perez Started On: 10/15/2015 10:12 AM

Final Approval Date: 10/16/2015

DATE: October 27, 2015

2015
Intradepartmental Transfer

DEPARTMENT HEAD: Commissioners Eduardo "Eddie"Cantu

DEPARTMENT NAME: Hidalgo County Precinct 2 - Parks

AI

ACCOUNT NUMBER: 5-1100-452-00-122-008-0-XXX

Contact Person: Esther Perez **Ph#:** (956) 787-1891 Ext. 2027

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

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
584	Registration Fees	605	Clothing & Uniforms	118.15
			TOTAL	**118.15**

REASON:
To encumber purchase orders in order to pay for lost garments.

DEPARTMENT HEAD SIGNATURE

/ /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

1. POLICY TITLE Uniform Policy

2. POLICY STATEMENT

It is the policy of the county that certain positions, as designated by each Elected Official or County Executive Officer for general fund departments, may be required to wear a uniform while on the job.

3. PURPOSE

The purpose of this policy shall be to maximize safe working conditions, reflect good appearance and to provide ease of recognition, and/or identification of designated employees by the public. This policy is necessary in order to help determine whether all or any part of the uniform expenditures will be considered a taxable fringe benefit to the employee.

Uniforms are excluded from wages of an employee if they are:

- Specifically required as a condition of employment, and
- Are not worn or adaptable to general usage as ordinary clothing.

4. GENERAL GUIDELINES

A. Each Department Director will identify the positions within their respective department for which the wearing of a uniform is required. Department Directors should ensure that uniforms are absolutely necessary.

B. Employees filling positions designated as requiring the wearing of a uniform must wear issued uniforms on the job on a daily basis once the employee receives his/her supply of uniforms.

C. Each department requiring employees to wear uniforms must include funds for new issues and replacement of uniforms in their respective department annual budget.

D. The purchasing of uniforms may be used in lieu of the rental of uniforms when considered more economical by the Elected Official or the County Executive Officer for General Fund Departments.

5. UNIFORM ISSUANCE

A. When an employee is assigned to a position which has been designated as requiring a uniform, the employee's Department Director will authorize the issuance of uniforms. The employee must sign for all issued uniforms.

B. The Department Director will determine the number of uniforms to be issued commensurate with the employee's expected field time, not to exceed six sets of uniforms.

6. APPEARANCE IN UNIFORM

A. Personnel shall maintain a neat and professional appearance while in uniform that shall be representative of the County of Hidalgo.

B. When the uniform is worn, the wearer shall maintain a neat, tidy appearance at all times, avoiding soiled or wrinkled uniforms.

C. Employees should keep their hair, beards, mustaches, or sideburns, clean, neatly combed or brushed and should not appear ragged or unkempt.

7. APPROPRIATE ATTIRE FOR NON-UNIFORMED AND UNIFORMED PERSONNEL

A. Non-Uniformed Employees wearing civilian attire will wear clothing that is acceptable for an office setting and keeping with other County Offices and Departments.

B. Non-Uniformed and Uniformed Employees will ensure that their clothing is cleaned, free of stains, tears and holes.

C. Non-Uniformed and Uniformed Employees authorized to wear jeans shall not wear jeans faded out, spotted with bleach or worn to the point that the cuffs are frayed or cut. The jeans cannot have holes in them.

E. All button down shirts or blouses will be worn tucked in the pant line. The only exception is for women's blouses that are designed to be worn un-tucked. Examples of this type of blouse are those made with straight hem.

8. CASUAL ATTIRE

A. On Fridays, or the last day of the workweek, Non-Uniformed Employees are allowed to wear jeans. Designed Uniformed employees shall not observe this practice unless authorized by the Department Director. Clothes should be neat, clean, and without holes or ragged edges.

B. Attire that is considered inappropriate includes but is not limited to: shorts, low cut shirts/blouses, ratty jeans, T-shirts, athletic shoes, thong sandals, and any attire that exposes the midriff or undergarment, and any other attire that the supervisor deems

C. Employees should keep their hair, beards, mustaches, or sideburns, clean, neatly combed or brushed and should not appear ragged or unkempt.

9. UNACCEPTABLE CASUAL ATTIRE

A. Regardless of gender, it is not appropriate to wear your favorite old t-shirt, ripped jeans and sneakers. Keep in mind the "business" part of the business casual, and leave your old comfortable clothes at home.

B. Pull over's can be worn but must have collar and top buttons (polo style). All pull over's will be worn tucked in the pant line. Henley style (collarless with buttons) pull over's are not acceptable. Pull over shirts cannot be heavily designed with patterns.

C. Hawaiian shirts or similar heavily patterned shirts are not acceptable wear for the office.

D. Revealing clothing, transparent materials, micro-mini skirts, and or shorts prohibited.

E. If you are assigned to go to a class, seminar or training and

F. you are being paid to attend, you are expected to adhere to this dress policy.

11. CARE AND MAINTENANCE OF UNIFORMS

A. Employees are personally responsible for the proper care, cleaning, alterations and repair of uniforms issued to them.

B. If uniform item(s) becomes unserviceable the employee must launder the item and request a replacement.

C. If an employee loses a uniform item, the employee will be charged the current cost for the item for a replacement.

10. IMPROPER UNIFORM WEAR PROHIBITED

A. Personnel issued a uniform will not wear the uniform or any portion thereof while off-duty, to any political gathering, or any other public or private gathering or to any business, or location that may be deemed as inappropriate unless their presence is of an official nature.

12. TERMINATION OF EMPLOYMENT

A. When an employee terminates with the County or is transferred into a position of

to their immediate supervisor no later than the date of termination or reassignment. All returned items must be laundered and in good condition.

B. If the employee fails to return any uniform items the cost of the unreturned item(s) will be deducted from the employee's final payment.

13. POLICY VIOLATION AND REVISION

A. An employee who does not wear the uniform specified, without a reason acceptable to the immediate supervisor, will be subject to disciplinary action, up to and including termination of employment.

B. Employees may not wear county uniforms in any capacity other than when they are performing official business for the county.

C. Failure to comply with the guidelines established in this policy may lead to disciplinary action up to an including termination of employment.

AI-51837 **2015 Intradept. (line item) Transfer** **2. C.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Eddie Cantu, COMM. PCT. #2 Submitted By: Esther Perez, COMM. PCT. #2

Department: COMM. PCT. #2

Information

CAPTION

2015 - Pct 2 Road Maintenance (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1200-431-00-122-006-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10/16/15.

Attachments

Transfer

uniform policy

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/16/2015 11:45 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Esther Perez Started On: 10/15/2015 09:57 AM

Final Approval Date: 10/16/2015

DATE: October 27, 2015

2015
Intradepartmental Transfer

AI

DEPARTMENT HEAD: Commissioners Eduardo "Eddie"Cantu

DEPARTMENT NAME: Hidalgo County Precinct 2 - Road & Maintenance

ACCOUNT NUMBER: 5-1200-431-00-122-006-0-XXX

Contact Person: Esther Perez **Ph#:** (956) 787-1891 Ext. 2027

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

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
540	Advertising	605	Clothing & Uniforms	618.95
			TOTAL	**618.95**

REASON:
To encumber purchase orders in order to pay for lost garments.

DEPARTMENT HEAD SIGNATURE

/ /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

1. POLICY TITLE Uniform Policy

2. POLICY STATEMENT

It is the policy of the county that certain positions, as designated by each Elected Official or County Executive Officer for general fund departments, may be required to wear a uniform while on the job.

3. PURPOSE

The purpose of this policy shall be to maximize safe working conditions, reflect good appearance and to provide ease of recognition, and/or identification of designated employees by the public. This policy is necessary in order to help determine whether all or any part of the uniform expenditures will be considered a taxable fringe benefit to the employee.

Uniforms are excluded from wages of an employee if they are:

- Specifically required as a condition of employment, and
- Are not worn or adaptable to general usage as ordinary clothing.

4. GENERAL GUIDELINES

A. Each Department Director will identify the positions within their respective department for which the wearing of a uniform is required. Department Directors should ensure that uniforms are absolutely necessary.

B. Employees filling positions designated as requiring the wearing of a uniform must wear issued uniforms on the job on a daily basis once the employee receives his/her supply of uniforms.

C. Each department requiring employees to wear uniforms must include funds for new issues and replacement of uniforms in their respective department annual budget.

D. The purchasing of uniforms may be used in lieu of the rental of uniforms when considered more economical by the Elected Official or the County Executive Officer for General Fund Departments.

5. UNIFORM ISSUANCE

A. When an employee is assigned to a position which has been designated as requiring a uniform, the employee's Department Director will authorize the issuance of uniforms. The employee must sign for all issued uniforms.

B. The Department Director will determine the number of uniforms to be issued commensurate with the employee's expected field time, not to exceed six sets of uniforms.

6. APPEARANCE IN UNIFORM

A. Personnel shall maintain a neat and professional appearance while in uniform that shall be representative of the County of Hidalgo.

B. When the uniform is worn, the wearer shall maintain a neat, tidy appearance at all times, avoiding soiled or wrinkled uniforms.

C. Employees should keep their hair, beards, mustaches, or sideburns, clean, neatly combed or brushed and should not appear ragged or unkempt.

7. APPROPRIATE ATTIRE FOR NON-UNIFORMED AND UNIFORMED PERSONNEL

A. Non-Uniformed Employees wearing civilian attire will wear clothing that is acceptable for an office setting and keeping with other County Offices and Departments.

B. Non-Uniformed and Uniformed Employees will ensure that their clothing is cleaned, free of stains, tears and holes.

C. Non-Uniformed and Uniformed Employees authorized to wear jeans shall not wear jeans faded out, spotted with bleach or worn to the point that the cuffs are frayed or cut. The jeans cannot have holes in them.

E. All button down shirts or blouses will be worn tucked in the pant line. The only exception is for women's blouses that are designed to be worn un-tucked. Examples of this type of blouse are those made with straight hem.

8. CASUAL ATTIRE

A. On Fridays, or the last day of the workweek, Non-Uniformed Employees are allowed to wear jeans. Designed Uniformed employees shall not observe this practice unless authorized by the Department Director. Clothes should be neat, clean, and without holes or ragged edges.

B. Attire that is considered inappropriate includes but is not limited to: shorts, low cut shirts/blouses, ratty jeans, T-shirts, athletic shoes, thong sandals, and any attire that exposes the midriff or undergarment, and any other attire that the supervisor deems

C. Employees should keep their hair, beards, mustaches, or sideburns, clean, neatly combed or brushed and should not appear ragged or unkempt.

9. UNACCEPTABLE CASUAL ATTIRE

A. Regardless of gender, it is not appropriate to wear your favorite old t-shirt, ripped jeans and sneakers. Keep in mind the "business" part of the business casual, and leave your old comfortable clothes at home.

B. Pull over's can be worn but must have collar and top buttons (polo style). All pull over's will be worn tucked in the pant line. Henley style (collarless with buttons) pull over's are not acceptable. Pull over shirts cannot be heavily designed with patterns.

C. Hawaiian shirts or similar heavily patterned shirts are not acceptable wear for the office.

D. Revealing clothing, transparent materials, micro-mini skirts, and or shorts prohibited.

E. If you are assigned to go to a class, seminar or training and

F. you are being paid to attend, you are expected to adhere to this dress policy.

11. CARE AND MAINTENANCE OF UNIFORMS

A. Employees are personally responsible for the proper care, cleaning, alterations and repair of uniforms issued to them.

B. If uniform item(s) becomes unserviceable the employee must launder the item and request a replacement.

C. If an employee loses a uniform item, the employee will be charged the current cost for the item for a replacement.

10. IMPROPER UNIFORM WEAR PROHIBITED

A. Personnel issued a uniform will not wear the uniform or any portion thereof while off-duty, to any political gathering, or any other public or private gathering or to any business, or location that may be deemed as inappropriate unless their presence is of an official nature.

12. TERMINATION OF EMPLOYMENT

A. When an employee terminates with the County or is transferred into a position of

to their immediate supervisor no later than the date of termination or reassignment. All returned items must be laundered and in good condition.

B. If the employee fails to return any uniform items the cost of the unreturned item(s) will be deducted from the employee's final payment.

13. POLICY VIOLATION AND REVISION

A. An employee who does not wear the uniform specified, without a reason acceptable to the immediate supervisor, will be subject to disciplinary action, up to and including termination of employment.

B. Employees may not wear county uniforms in any capacity other than when they are performing official business for the county.

C. Failure to comply with the guidelines established in this policy may lead to disciplinary action up to an including termination of employment.

AI-51856 **2015 Intradept. (line item) Transfer** **2. D.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Joseph Palacios, COMM. PCT. #4

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

Department: COMM. PCT. #4

Information

CAPTION

2015 - Pct. 4 Rd. Maint. (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1200-431-00-124-007-0-xxx

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

BUDGETARY IMPACT:

Funds pending approval of agenda item 51842.

890 --> 605 $30,000.00
721 --> 610 $15,000.00

Attachments

51856
uniform policy

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/16/2015 01:24 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Veronica Lopez		Started On: 10/16/2015 01:04 PM
Final Approval Date: 10/16/2015		

DATE: October 16, 2015

DEPARTMENT HEAD: Joseph Palacios

DEPARTMENT NAME: Hidalgo County Precinct No. 4
Rd. Maint.

ACCOUNT NUMBER: 5-1200-431-00-124-007-0-XXX

Contact Person: Veronica L. Davis **Ph#:** (956) 383-3112 Ext. 4019

2015
Intradepartmental Transfer

AI- 51856

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

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
890	Pct4 Rd Maint- Other	605	Pct4 Rd Maint- Clothing & Uniforms	$30,000.00
721	Pct4 Rd Maint- Roads	610	Pct4 Rd Maint- General Supplies	$15,000.00
			TOTAL	**$45,000.00**

REASON:
Transfer needed for Pct 4 Rd. Maint expenditures (pending AI- 51842).

DEPARTMENT HEAD SIGNATURE

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

1. POLICY TITLE Uniform Policy

2. POLICY STATEMENT

It is the policy of the county that certain positions, as designated by each Elected Official or County Executive Officer for general fund departments, may be required to wear a uniform while on the job.

3. PURPOSE

The purpose of this policy shall be to maximize safe working conditions, reflect good appearance and to provide ease of recognition, and/or identification of designated employees by the public. This policy is necessary in order to help determine whether all or any part of the uniform expenditures will be considered a taxable fringe benefit to the employee.

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- Specifically required as a condition of employment, and
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A. Each Department Director will identify the positions within their respective department for which the wearing of a uniform is required. Department Directors should ensure that uniforms are absolutely necessary.

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9. UNACCEPTABLE CASUAL ATTIRE

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C. Hawaiian shirts or similar heavily patterned shirts are not acceptable wear for the office.

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F. you are being paid to attend, you are expected to adhere to this dress policy.

11. CARE AND MAINTENANCE OF UNIFORMS

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12. TERMINATION OF EMPLOYMENT

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A. An employee who does not wear the uniform specified, without a reason acceptable to the immediate supervisor, will be subject to disciplinary action, up to and including termination of employment.

B. Employees may not wear county uniforms in any capacity other than when they are performing official business for the county.

C. Failure to comply with the guidelines established in this policy may lead to disciplinary action up to an including termination of employment.

AI-51835 **2015 Intradept. (line item) Transfer** **2. E.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Joseph Palacios, COMM. PCT. #4

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

Department: COMM. PCT. #4

Information

CAPTION

2015 - Pct. 4 CRC (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-466-00-124-077-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10/16/15.

610 --> 780 $60.00
610 --> 430 $110.00

Attachments

CRC

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/16/2015 11:27 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Veronica Lopez Started On: 10/15/2015 09:37 AM

Final Approval Date: 10/16/2015

DATE: October 16, 2015

DEPARTMENT HEAD: Joseph Palacios

DEPARTMENT NAME: Hidalgo County Precinct No. 4
CRC

ACCOUNT NUMBER: 5-1100-466-00-124-077-0-xxx

Contact Person: Veronica L. Davis **Ph#:** (956) 383-3112 Ext. 4019

2015
Intradepartmental Transfer

AI- 51835

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

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
610	Pct. 4 CRC- General Supplies	780	Pct. 4 CRC- Capital Leases	$60.00
610	Pct. 4 CRC- General Supplies	430	Pct. 4 CRC- Repair & Maint Srv	$110.00
			TOTAL	$170.00

REASON:
Transfer needed for Pct 4 CRC expenditures.

DEPARTMENT HEAD SIGNATURE

DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-51847 **2015 Intradept. (line item) Transfer** **2. F.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Margarita Gonzalez, WIC

Department: WIC

Information

CAPTION

2015 - WIC (1292)

BACKGROUND

To encumber cost on object code #780 Capital Leases

Fiscal Impact

FISCAL YEAR: 2016 ACCT. #: 5-1292-441-00-350-001-6-xxx

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

BUDGETARY IMPACT:

Funds available as of 10/16/15.

Attachments

WIC Line Item Transfer

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/16/2015 11:07 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Margarita Gonzalez Started On: 10/15/2015 06:52 PM

Final Approval Date: 10/16/2015

DATE: 10/15/15

WIC DIRECTOR: NORMA LONGORIA

DEPARTMENT NAME: HIDALGO COUNTY WIC PROGRAM

ACCOUNT NUMBER: 5.1292.441.00.350.001.6. WIC

SUBJECT: BUDGET LINE ITEM TRANSFER

Honorable Commissioners' Court of Hidalgo County:

I submit to you for your consideration the following line-item transfer(s) in accordance with the Local Government Code

FROM		TO		
ACCOUNT NUMBER	Account Name	ACCOUNT NO.(S)	ACCOUNT NAME	AMOUNT
5.1292.441.00.350.001.6	622 Electricity	→ 5.1292.441.00.350.001.6	780 Capital Leases	10,457.72
Total:				10,457.72

To encumber cost on object #780 Capital Leases for the FY16 WIC Grant.

AI-51851 **2015 Intradept. (line item) Transfer** **2. G.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Roxanne De La Cruz, CONSTABLE PCT. #2

Department: CONSTABLE PCT. #2

Information

CAPTION

2015 - Constable Pct. 2 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-421-00-292-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-16-15.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/16/2015 11:07 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Roxanne De La Cruz Started On: 10/16/2015 10:29 AM

Final Approval Date: 10/16/2015

INTRADEPARTMENTAL TRANSFER REQUEST

DATE: October 16, 2015

DEPARTMENT HEAD: MARTIN "MARTY" CANTU

DEPARTMENT NAME: Constable Precinct #2

ACCOUNT NUMBER: 5-1100-421-00-292-001-0-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
605	Clothing	660	Furn & Equip	$2,700.00
890	Other	660	Furn & Equip	$12.00
810	Dues & Memberships	660	Furn & Equip	$5.00
780	Capital Lease	660	Furn & Equip	$102.00
520	Insurance	660	Furn & Equip	$600
610	General Supplies	660	Furn & Equip	350.00
			TOTAL	**$ 3,769.00**

REASON: Transferring money to purchase lights for new vehicle.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

10/16/2015
DATE

ATTEST COUNTY CLERK

Form DBM-201

AI-51841 **2015 Intradept. (line item) Transfer** **2. H.**

CC CONSENT

Meeting Date: 10/21/2015

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

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

Department: HEALTH & HUMAN SERVICES DEPT.

Information

CAPTION

2015 - Health & Human Services Dept. / CPS-HAZARDS (1293)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2016 ACCT. #: 5-1293-441-00-340-013-6-XXX

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

BUDGETARY IMPACT:

Funds available as of 10/15/15.

Attachments

LIT

WS

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/15/2015 03:17 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Mike Escaname		Started On: 10/15/2015 02:39 PM
Final Approval Date: 10/16/2015		

Date: October 15, 2015
Department Head: Eduardo Olivarez, Chief Administrative Officer
Department Name: Hidalgo County Health & Human Services Department
Account Number: 5-1293-441-00-340-013-6- CPS/HAZARDS
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
5-1293-441-00-340-013-6-113	CPS/HAZARDS-REG F/T EMPLOYEES	5-1293-441-00-340-013-6-430	CPS/HAZARDS-REPAIR & MAINT SERVICES	$500.00
5-1293-441-00-340-013-6-113	CPS/HAZARDS-REG F/T EMPLOYEES	5-1293-441-00-340-013-6-610	CPS/HAZARDS-GENERAL SUPPLIES	$6,000.00
5-1293-441-00-340-013-6-113	CPS/HAZARDS-REG F/T EMPLOYEES	5-1293-441-00-340-013-6-660	CPS/HAZARDS-FURNISHINGS & EQUIPMENT	$4,000.00
			Amount	$ 10,500.00

Revenue Account
Amount Requested: $ 10,500.00

Reason: Line item transfer needed to cover anticipated expenditures;

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONER'S COURT DATE ATTEST COUNTY CLERK

This analysis is needed as the amount budgeted in the general ledger consists of 90% grant monies and 10% local match funds.

CPS / HAZARDS (PHEP) FY 16
GRANT ENDING 06/30/16

Projection of Salaries and Fringes for the remainder of the CPS / HAZARDS (PHEP) FY 16 period ending 06/30/16

		*COST PER PAY PERIOD Grant Budget 90%	*COST PER PAY PERIOD Match Budget 10%	REMAINING PAY PERIODS	COST FOR REMAINING PDS Grant Budget 90%	COST FOR REMAINING PDS Match Budget 10%	10/15/2015 BUDGET BALANCE Grant Budget 90%	10/15/2015 BUDGET BALANCE Match Budget 10%	ANTICIPATED SURPLUS/DEFICIT Grant Budget 90%	ANTICIPATED SURPLUS/DEFICIT Match Budget 10%
Salaries-F/T	113	$ 15,198.65		19.4	$ 294,853.88		$ 311,704.71		$ 16,850.83	$ -
Sub-Total Pay		**$ 15,198.65**	**$ -**	**$ 19.40**	**$ 294,853.88**	**$ -**	**$ 311,704.71**	**$ -**	**$ 16,850.83**	**$ -**
Health Insurance	211	$ 2,196.63		18.4	$ 40,417.99		$ 39,465.87		$ (952.12)	$ -
Life Insurance *	212	$ 27.90		9.4	$ 262.26		$ 244.31		$ (17.95)	$ -
Fica	220	$ 1,162.70		19.4	$ 22,556.32		$ 24,041.24		$ 1,484.92	$ -
Retirement	230	$ 1,615.62		19.4	$ 31,342.97		$ 35,761.27		$ 4,418.30	$ -
Unemployment Comp	250	$ 151.99		19.4	$ 2,948.54		$ 3,486.25		$ 537.71	$ -
Worker's Comp	260	$ 151.99		19.4	$ 2,948.54		$ 3,257.62		$ 309.08	$ -
Sub-Fringes		**$ 5,306.82**	**$ -**	**$ 105.40**	**$ 100,476.62**	**$ -**	**$ 106,256.56**	**$ -**	**$ 5,779.94**	**$ -**
		$ 20,505.47	**$ -**	**$ 124.80**	**$ 395,330.50**	**$ -**	**$ 417,961.27**	**$ -**	**$ 22,630.77**	**$ -**

Pay Periods Remaining at 10/15/15:	Work Period Covered	Pay Date	
1	10/05/2015 - 10/18/2015	10/30/2015	
2	10/19/2015 - 11/01/2015	11/13/2015	
3	11/02/2015 - 11/15/2015	11/25/2015	
4	11/16/2015 - 11/29/2015	12/11/2015	
5	11/30/2015 - 12/13/2015	12/23/2015	
6	12/14/2015 - 12/27/2015	1/8/2016	
7	12/28/2015 - 01/10/2016	1/22/2016	
8	01/11/2016 - 01/24/2016	2/5/2016	
9	01/25/2016 - 02/07/2016	2/19/2016	
10	02/08/2016 - 02/21/2016	3/4/2016	
11	02/22/2016 - 03/06/2016	3/18/2016	
12	03/07/2016 - 03/20/2016	4/1/2016	
13	03/21/2016 - 04/03/2016	4/15/2016	
14	04/04/2016 - 04/17/2016	4/29/2016	
15	04/18/2016 - 05/01/2016	5/13/2016	
16	05/02/2016 - 05/15/2016	5/27/2016	
17	05/16/2016 - 05/29/2016	6/10/2016	
18	05/30/2016 - 06/12/2016	6/24/2016	
19	06/13/2016 - 06/26/2016	7/8/2016	
	06/27/2016 - 06/30//2016	7/22/2016	4 days only

Prepared by:
Health Human Services Dept.
10/15/15

Prepared by:
Health Human Services Dept.
10/15/15

AI-51840 **2015 Intradept. (line item) Transfer** **2. I.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Glinda Pacheco, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2015 - Fire Marshal (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-422-10-300-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10/15/15.

Attachments

Transfer

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/15/2015 03:16 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Glinda Pacheco Started On: 10/15/2015 02:30 PM

Final Approval Date: 10/16/2015

DATE: October 15, 2015

2015
Transfer

51840

DEPARTMENT HEAD: Sergio Cruz

DEPARTMENT NAME: Department of Budget & Management for Fire Marshal

ACCOUNT NUMBER: 5-1100-422-10-300-001-0-XXX

Contact Person: Glinda Pacheco **Ph#:** (956) 292-7025 Ext. 5411

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

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT DESCRIPTION	**TO** OBJECT CODE	OBJECT DESCRIPTION	**AMOUNT**
583	TRAVEL OUT OF COUNTY	350	OTHER SRV	207.20
583	TRAVEL OUT OF COUNTY	584	REGISTRATION FEES	24.00
			TOTAL	231.20

REASON:
Intradepartmental transfer needed to fund the negative amount in object code 584 and to fund the Reibursement request under AI-51727 for Luis Gutierrez.

DEPARTMENT HEAD SIGNATURE

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-51834 **2015 Intradept. (line item) Transfer** **2. J.**

CC CONSENT

Meeting Date: 10/21/2015

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

Department: COMM. PCT. #3

Information

CAPTION

2015 - Pct #3 Rd. Maint. (1200)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1200-431-00-123-005-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-15-15.

Attachments

LIT

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/15/2015 10:07 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Norma Ceballos		Started On: 10/15/2015 09:29 AM
Final Approval Date: 10/16/2015		

DATE: September 16, 2015

2015
Transfer

DEPARTMENT HEAD: Commissioner Flores

DEPARTMENT NAME: Hidalgo Precinct #3

ACCOUNT NUMBER: 5-1200-431-00-123-005-0-

Contact Person: Norma G. Ceballos **Ph#:** (956)585-4509 Ext # 3007

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

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
721	Pct #3 Rd. Maint. - Roads	610	Pct. #3 Rd. Maint.- General Supplies	15,000.00
			TOTAL	15,000.00

REASON: ***Daily Operation Expenses***

DEPARTMENT HEAD SIGNATURE

/ /
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-51811 **2015 Intradept. (line item) Transfer** **2. K.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Aleida Lopez, J.P. 4, 1

Department: J.P. 4, 1

Information

CAPTION

2015 - J.P. Pct. 4 Pl. 1 - (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-412-00-067-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-15-15.

Attachments

lit

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/15/2015 10:04 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Aleida Lopez Started On: 10/14/2015 11:42 AM

Final Approval Date: 10/16/2015

BUDGET INTRA-DEPARTMENTAL TRANSFER REQUEST

DATE: *21-Oct-15*
DEPARTMENT HEAD: *Charlie Espinoza*
DEPARTMENT NAME: *Justice of the Peace Pct 4 Pl 1*
ACCOUNTY NUMBER: *5-1100-412-00-067-001-0*
CONTACT PERSON: *Aleida Lopez* PHONE: *380-4473 ext 4103*

SUBJECT: Budget Intradepartmental Transfer in Accordance with Local Government Code, Chapter 111, Subchapter C.

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following Intradepartmental Budget Transfer/s in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM		TO		
OBJECT CODE		OBJECT CODE		
550	Printing & Binding	583	Travel out of county	$ 400.00
890	Other	583	Travel out of county	$ 150.00
890	Other	631	Bottled Water	$ 50.00
584	Registration Fees	610	General Supplies	$ 450.00
			TOTAL	$ 1,050.00

REASON: For daily operations of Justice Court.

DEPT HEAD SIGNATURE CC DATE

APPROVED BY COMMISSIONERS COURT ATTEST COUNTY CLERK

AI-51828 **2015 Intradept. (line item) Transfer** **2. L.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Constable Celestino Avila, Jr., CONSTABLE PCT. #1

Submitted By: Raul Lozano Jr., CONSTABLE PCT. #1

Department: CONSTABLE PCT. #1

Information

CAPTION

2015 - Constable Pct. 1 (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-421-00-291-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-15-15.

Attachments

lit

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/15/2015 10:06 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Raul Lozano Jr.		Started On: 10/14/2015 04:03 PM
Final Approval Date: 10/16/2015		

DATE: October 14, 2015

DEPARTMENT HEAD: Celestino Avila Jr.

DEPARTMENT NAME: Constable Precinct 1 - (291)

ACCOUNT NUMBER: ***5-1100-421-00-291-001-0-xxx***

Contact person: Joe F. Espinosa Ph: 956-447-3775

SUBJECT: 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:**		
OBJECT CODE	**OBJECT NAME**	→	**OBJECT CODE**	**OBJECT NAME**	**AMOUNT**
		→			
610	General Supplies	→	430	Repair & Maint Serv	1989.74
550	Printing & Binding	→	430	Repair & Maint Serv	34.00
605	Clothing & Uniforms	→	430	Repair & Maint Serv	3.25
340	Technical Srv	→	430	Repair & Maint Serv	100.00
339	Other Professional Srv	→	430	Repair & Maint Serv	342.85
		→			
		→			
		→			
		TOTAL			**$ 2469.84**

REASON(s): repairs for department fleet

Joe Espinosa Chief Deputy
DEPARTMENT HEAD SIGNATURE / DESIGNEE

_____ ___/___/___ _____
APPROVED COMMISSIONERS' COURT DATE ATTEST COUNTY CLERK

COUNTY AUDITOR'S FORM: SFA-CA-017

AI-51777 **2015 Intradept. (line item) Transfer** **2. M.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Priscilla Torres, COUNTY CLERK

Department: COUNTY CLERK

Information

CAPTION

2015 - County Clerk (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-415-15-180-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-19-15.

Attachments

lit

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/15/2015 09:55 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Priscilla Torres		Started On: 10/13/2015 05:21 PM
Final Approval Date: 10/16/2015		

COUNTY OF HIDALGO

ARTURO GUAJARDO, JR. - COUNTY CLERK

DATE: 10/13/2015

DEPARTMENT HEAD: Arturo Guajardo, Jr

DEPARTMENT NAME: Hidalgo County Clerk's Office

ACCOUNT NUMBER: 5-1100-415-40-180-001-0-

SUBJECT: Budget Intradepartmental Transfer in Accordance with Local Government Code, Chapter 111, Subchapter C.

Honorable Commissioner's Court of Hidalgo County:

I would like to request the following Intradepartmental Budget Transfer/s in accordance with Local Government Code, Chapter 111, Subchapter C.

FROM:		TO:		
OBJECT CODE	OBJECT NAME	OBJECT CODE	OBJECT NAME	AMOUNT
339	CO. CLERK - OTHER PROF. SERVICES	350	CO. CLERK - OTHER SERVICES	$200.00
535	CO. CLERK - POSTAGE	350	CO. CLERK - OTHER SERVICES	$700.00
550	CO. CLERK - PRINTING & BINDING	430	CO. CLERK - REPAIR & MAINT.	$150.00
550	CO. CLERK - PRINTING & BINDING	442	CO. CLERK - EQUIP. & VEHICLE	$50.00
535	CO. CLERK - POSTAGE	531	CO. CLERK - TELEPHONE	$980.00
550	CO. CLERK - PRINTING & BINDING	532	CO. CLERK - WIRELESS DEVICES	$80.00
550	CO. CLERK - PRINTING & BINDING	534	CO. CLERK - INTERNET	$110.00
550	CO. CLERK - PRINTING & BINDING	631	CO. CLERK - BOTTLED WATER	$500.00
751	CO. CLERK - MACHINERY & EQUPMENT	660	CO. CLERK - FURNITURE & EQUIPMENT	$1,830.00
550	CO. CLERK - PRINTING & BINDING	660	CO. CLERK - FURNITURE & EQUIPMENT	$430.00
			TOTAL	**$5,030.00**

REASON: To pay for some up coming needed expenses.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS COURT

DATE

ATTEST COUNTY CLERK

P.O. Box 58 / 100 N. Closner, Edinburg, Texas, 78540

956.318.2100 ~ fax 956.318.2105

www.hidalgocountyclerk.us

AI-51772 **2015 Intradept. (line item) Transfer** **2. N.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Mary Garcia, TAX OFFICE Submitted By: Mary Garcia, TAX OFFICE

Department: TAX OFFICE

Information

CAPTION

2015 - Tax Office (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-415-15-140-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-15-15.

Attachments

transfer

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/15/2015 09:54 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Mary Garcia		Started On: 10/13/2015 10:25 AM
Final Approval Date: 10/16/2015		

DATE: Octobers 13, 2015

DEPARTMENT HEAD: Pablo (Paul) Villarreal Jr.

DEPARTMENT NAME: Hidalgo County Tax Office

ACCOUNT NUMBER: 5-1100-415-15-140-001-0xxx

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:
I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT NAME	**TO** OBJECT CODE	OBJECT NAME	AMOUNT
811	LICENSES & PERMITS	584	REGISTRATION FEES	$175.00
811	LICENSES & PERMITS	584	REGISTRATION FEES	$35.00
811	LICENSES & PERMITS	583	OUT OF COUNTY TRAVEL	$40.00
			TOTAL	$250.00

REASON: **Appropriation of funds to cover registration fees and meal per diem.**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

DATE ___/___/___

ATTEST COUNTY CLERK

AI-51763 **2015 Intradept. (line item) Transfer** **2. O.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Ramiro Sendejo, DISTRICT ATTORNEY

Submitted By: Ramiro Sendejo, DISTRICT ATTORNEY

Department: DISTRICT ATTORNEY

Information

CAPTION

2015 - District Attorney (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-412-00-080-002-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-14-15.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/13/2015 04:46 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Ramiro Sendejo		Started On: 10/09/2015 01:39 PM
Final Approval Date: 10/16/2015		

DATE: October 9, 2015

2015
Transfer

AI-51763

DEPARTMENT HEAD: Ricardo Rodriguez, Jr., Criminal District Attorney

DEPARTMENT NAME: District Attorney's Office

ACCOUNT NUMBER: 5-1100-412-00-080-002-0-XXX

Contact Person: Ramiro Sendejo **Ph#:** (956) 292-7604 Ext. 8082

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

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
640	REFERENCE MATERIALS	810	DUES & MEMBERSHIPS	120.00
			TOTAL	$ 120.00

REASON:
Transfer needed to cover expenditures for annual membership dues.

DEPARTMENT HEAD SIGNATURE

____/____/____
DATE

APPROVED COMMISSIONERS' COURT

ATTEST COUNTY CLERK

AI-51825 **2015 Intradept. (line item) Transfer** **2. P.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Esther Contreras, 370TH DISTRICT COURT

Department: 370TH DISTRICT COURT

Information

CAPTION

2015 - 370th District Court (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-412-00-007-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-15-15.

Attachments

LINE ITEM TRANSFER

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/15/2015 10:05 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Esther Contreras		Started On: 10/14/2015 03:31 PM
Final Approval Date: 10/16/2015		

DATE: October 14, 2015

DEPARTMENT HEAD: NOE GONZALEZ

DEPARTMENT NAME: 370TH DISTRICT COURT

ACCOUNT NUMBER: 5-1100-412-00-007-001-0-

SUBJECT: **Intra-departmental Transfer/s (increase/decrease) in Accordance with Local Government Code, Chapter 111, Subchapter C, Section 111.070, Subsection C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Intra-departmental transfer/s (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C Section 111.070, Subsection C.

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
890	OTHER	630	FOOD	$450.00
890	OTHER	631	BOTTLE WATER	$100.00
			TOTAL	550.00

REASON: **Current and Future Expenditures**

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

/ /

DATE

ATTEST COUNTY CLERK

AI-51830 **2015 Intradept. (line item) Transfer** **2. Q.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Irma Castillo, PLANNING DEPT.

Submitted By: Irma Castillo, PLANNING DEPT.

Department: PLANNING DEPT.

Information

CAPTION

2015 - Planning Department (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-419-10-210-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-15-15.

Attachments

lit

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/15/2015 10:06 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Irma Castillo		Started On: 10/14/2015 05:19 PM
Final Approval Date: 10/16/2015		

T. J. ARREDONDO
DIRECTOR OF
PLANNING

HIDALGO COUNTY

PLANNING DEPT.

DATE: Oct. 16, 2015

DEPARTMENT HEAD: T.J. Arredondo, CFM, Director of Planning

DEPARTMENT NAME: Planning Department

ACCOUNT NUMBER: 5-1100-419-10-210-001-0.

SUBJECT: BUDGET LINE ITEM TRANSFER(S)
Submit to you for your consideration the following line-item transfer(s) in accordance with Local Government Code, Chapter III, Subchapter C.

FROM ACCOUNT NUMBER	ACCOUNT NAME		TO ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
5-1100-419-10-210-001-0-626	Fuel-Gasoline/diesel	→	5-1100-419-10-210-001-0-430	Repair & Maint Serv	$400.00
5-1100-419-10-210-001-0-626	Fuel-Gasoline/diesel	→	5-1100-419-10-210-001-0-550	Printing and Binding	$240.00
5-1100-419-10-210-001-0-626	Fuel-Gasoline/diesel	→	5-1100-419-10-210-001-0-610	General Supplies	$919.84
					$1,559.84

Comments: Health Dept. and Planning Dept. are repairing the back door. The total cost is $800.00 and each dept. will pay $400.00. Ordering receipt books for each precinct. Also purchasing much needed tires on two 2008 Ford Ranger Trucks.

10/16/15
Department Head Signature

Approved Commissioners' Court

___/___/___
Date

Attest County Clerk

LIT101315

AI-51813 **2015 Intradept. (line item) Transfer** **2. R.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Maria Del Rosario Gonzalez, SHERIFF DEPT.

Department: SHERIFF DEPT.

Information

CAPTION

2015 - Sheriff's Office Operation Stonegarden (1284)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2017 ACCT. #: 5-1284-421-00-280-047-7-XXX

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

BUDGETARY IMPACT:

Funds are available as of 10/5/15. No local match is required.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Emilia Uriegas	Emilia Uriegas	10/16/2015 10:16 AM
Budget & Management	Veronica Ortiz	10/16/2015 10:21 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Maria Del Rosario Gonzalez Started On: 10/14/2015 11:52 AM

Final Approval Date: 10/16/2015

DATE: October 14, 2015

DEPARTMENT HEAD: Sheriff J.E. "Eddie" Guerra

DEPARTMENT NAME: Operation Stonegarden FY2014 M&A (Auditors' Office)

ACCOUNT NUMBER: 5-1284-421-00-280-047-7-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
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	113 - Full time employees	16,379.81
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	220 - FICA	1,253.06
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	230 - Retirement	1,741.17
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	250 - Unemployment Comp.	98.28
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	260 - Workers Comp.	34.40
				$19,506.72

REASON: For reallocation of M&A grant funds to salary and fringes.

_____

DEPARTMENT HEAD SIGNATURE

_____ _____/_____/_____ _____

APPROVED COMMISSIONERS' COURT **DATE** **ATTEST COUNTY CLERK**

AI-51812 **2015 Intradept. (line item) Transfer** **2. S.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Maria Del Rosario Gonzalez, SHERIFF DEPT.

Department: SHERIFF DEPT.

Information

CAPTION

2015 - Sheriff's Office Operation Stonegarden (1284)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2017 ACCT. #: 5-1284-421-00-280-047-7-XXX

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

BUDGETARY IMPACT:

Funds are available as of 10/5/15. No local match is required.

Attachments

LIT

Form Review

Inbox	Reviewed By	Date
Emilia Uriegas	Emilia Uriegas	10/16/2015 10:16 AM
Budget & Management	Veronica Ortiz	10/16/2015 10:19 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Maria Del Rosario Gonzalez Started On: 10/14/2015 11:48 AM

Final Approval Date: 10/16/2015

DATE: October 14, 2015

DEPARTMENT HEAD: Sheriff J.E. "Eddie" Guerra

DEPARTMENT NAME: Operation Stonegarden FY2014 M&A (Sheriff's Office)

ACCOUNT NUMBER: 5-1284-421-00-280-047-7-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
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	132 - Admn Overtime Pay	6,097.50
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	220 - FICA	466.46
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	230 - Retirement	648.15
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	250 - Unemployment Comp.	36.59
5-1284-421-00-280-047-7-	310 - Official/Admin Srv	5-1284-421-00-280-047-7-	260 - Workers Comp.	12.80
				$7,261.50

REASON: For reallocation of M&A grant funds to overtime and fringes.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT _____/_____/_____ **DATE** **ATTEST COUNTY CLERK**

AI-51756 **2015 Intradept. (line item) Transfer** **2. T.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Myra Montoya, SHERIFF DEPT. Submitted By: Myra Montoya, SHERIFF DEPT.

Department: SHERIFF DEPT.

Information

CAPTION

2015 - Hidalgo County Sheriff's Office (1100)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-421-00-280-001-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10-14-15.

Attachments

LINE ITEM TRANSFER 10-13-15

Form Review

Inbox	**Reviewed By**	**Date**
Emilia Uriegas	Emilia Uriegas	10/09/2015 10:35 AM
Budget & Management	Veronica Ortiz	10/09/2015 10:40 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Myra Montoya Started On: 10/09/2015 10:25 AM

Final Approval Date: 10/16/2015

DATE: 10/9/2015

DEPARTMENT HEAD: SHERIFF J.E. "EDDIE" GUERRA

DEPARTMENT NAME: SHERIFF'S OFFICE

ACCOUNT NUMBER: 5-1100-421-00-280-001-0-

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	ACCOUNT (OBJECT) NAME	AMOUNT
5-1100-421-00-280-001-0-	339 - OTHER PROFESSIONAL SERVICES	→	5-1100-421-00-280-001-0-	610 - GENERAL SUPPLIES	$ 15,000.00
5-1100-421-00-280-001-0-	340 - TECHNICAL SERVICES	→	5-1100-421-00-280-001-0-	532 - WIRELESS SERIVCES	$ 10,000.00
5-1100-421-00-280-001-0-	520 - INSURANCE OTHER THAN EMPLOYEE BENEFIT	→	5-1100-421-00-280-001-0-	535 - POSTAGE & EXPRESS MAIL SERVICE	$ 1,000.00
5-1100-421-00-280-001-0-	540 - ADVERTISING	→	5-1100-421-00-280-001-0-	582 - TRANSPORTATION OF DETAINEES	$ 5,000.00
		TOTAL			$31,000.00

REASON: TRANSFER IS BEING REQUESTED TO COVER EXPENDITURES FOR THE REMAINDER OF FISCAL YEAR.

Emilia Mieja

DEPARTMENT HEAD SIGNATURE

_____ ____/____/____ _____

APPROVED COMMISSIONERS' COURT **DATE** **ATTEST COUNTY CLERK**

COUNTY AUDITOR'S FORM: ARS-CA-017
REVISED: 02/11/2003

AI-51794 **2015 Interdepartmental Transfers** **3. A.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Damaris San Miguel, BUDGET & MANAGEMENT

Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

2015 General Fund Salary Sweep (1100):
Approval to transfer lapsed salaries from various departments to the Countywide Adm.-Contingency account.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: G/F

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

BUDGETARY IMPACT:

Funds available as of 10-14-15; please refer to attached Salary Sweep worksheet.

Attachments

Salary Sweep

Form Review

Inbox	Reviewed By	Date
Ivan Cantu (Originator)	Ivan Cantu	10/15/2015 08:09 AM
Budget & Management	Veronica Ortiz	10/15/2015 09:58 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Ivan Cantu Started On: 10/14/2015 10:18 AM

Final Approval Date: 10/16/2015

Hidalgo County

Department of Budget & Management

5th Salary Sweep (Obj. 112 & 113)
As of Wednesday, October 14, 2015

			Amounts based on BAP Salary Schedule			ALIO	
Account No.	Department Name	Obj. Code	2015 Approved Budgeted Salary	Payroll Amount per Pay Period (D/26)	Remaining Estimated Salaries for Year-End (E*6.4)	Obj. 112 & 113 Available Balance as of 10-14-15	Salary Sweep (Obj. 112 & 113)
110041200001001	92ND DC	113	254,079.00	9,772.27	62,542.52	63,519.75	(977.23)
110041200005001	275TH DC	113	254,684.00	9,795.54	62,691.45	62,413.02	278.43
110041200007001	370TH DC	113	268,130.00	10,312.69	66,001.23	67,294.81	(1,293.58)
110041200008001	389TH DC	113	254,724.00	9,797.08	62,701.29	65,615.66	(2,914.37)
110041200009003	INDIGENT DEFENSE	113	307,965.00	11,844.81	75,806.77	77,531.12	(1,724.35)
110041200010001	430TH DC	113	243,405.00	9,361.73	59,915.08	60,851.25	(936.17)
110041200023001	CCL#3 PROBATE CRT	113	312,029.00	12,001.12	76,807.14	77,033.08	(225.94)
110041200025001	CCL#5	113	238,455.00	9,171.35	58,696.62	58,923.40	(226.78)
110041200026001	CCL#6	113	225,368.00	8,668.00	55,475.20	55,802.28	(327.08)
110041200032001	MASTER CRT II	113	88,070.00	3,387.31	21,678.77	23,812.81	(2,134.04)
110041200045001	CRIMINAL AUXILIARY COURT	113	252,143.00	9,697.81	62,065.97	63,036.54	(970.57)
110041200061001	JP PCT 1/PL 1	113	183,802.00	7,069.31	45,243.57	46,467.02	(1,223.45)
110041200064001	JP PCT 2/PL 2	113	156,383.00	6,014.73	38,494.28	39,848.69	(1,354.41)
110041200065001	JP PCT 3/PL 1	113	151,035.00	5,809.04	37,177.85	37,752.28	(574.43)
110041200068001	JP PCT 4/PL 2	113	340,664.00	13,102.46	83,855.75	88,686.38	(4,830.63)
110041200080002	CRIM DA	113	5,161,117.00	198,504.50	1,270,428.80	1,276,388.38	(5,959.58)
110041200080013	DA CIVIL LITIGATION	113	296,773.00	11,414.35	73,051.82	76,193.33	(3,141.51)
110041200090001	DIST CLERK	113	2,133,107.00	82,042.58	525,072.49	540,818.74	(15,746.25)
110041230085003	PUBLIC DEFENDER	112	89,981.00	3,460.81	22,149.17	21,882.51	266.66
110041230085003	PUBLIC DEFENDER	113	773,083.00	29,733.96	190,297.35	194,639.65	(4,342.30)
110041300110006	CO JUDGE	113	759,229.00	29,201.12	186,887.14	198,998.97	(12,111.83)
110041300110077	PUBLIC AFFAIRS	113	192,188.00	7,391.85	47,307.82	48,327.89	(1,020.07)
110041300125001	EXECUTIVE OFFICE	112	127,240.00	4,893.85	31,320.62	31,810.00	(489.38)
110041400130001	ELECTIONS DEPT	113	719,786.00	27,684.08	177,178.09	181,977.37	(4,799.28)
110041500200001	INFORMATION TECHNOLOGY	113	958,685.00	36,872.50	235,984.00	239,523.87	(3,539.87)
110041514115001	BUDGET & MANAGEMENT	113	853,544.00	32,828.62	210,103.14	223,103.23	(13,000.09)
110041515140001	TAX OFF	113	4,406,266.00	169,471.77	1,084,619.32	1,113,865.25	(29,245.93)
110041516150001	CO TREASURER	113	487,248.00	18,740.31	119,937.97	119,668.45	269.52
110041518160001	PURCHASING	113	1,092,936.00	42,036.00	269,030.40	275,653.72	(6,623.32)
110041540180001	CO CLERK	113	2,082,291.00	80,088.12	512,563.94	524,263.01	(11,699.07)
110041550125037	CIVIL SERVICE	113	32,769.00	1,260.35	8,066.22	9,452.60	(1,386.38)
110041910210001	PLANNING DEPT	113	694,591.00	26,715.04	170,976.25	179,155.37	(8,179.12)
110041940220001	FACILITIES MANAGEMENT	113	2,695,727.00	103,681.81	663,563.57	680,717.08	(17,153.51)
110041950125003	SAFETY	113	572,208.00	22,008.00	140,851.20	145,200.42	(4,349.22)
110041970125036	ENVIROMENTAL COMPLIANCE	113	186,744.00	7,182.46	45,967.75	49,021.05	(3,053.30)
110042100080003	AUTOPSIES	113	82,560.00	3,175.38	20,322.46	20,881.54	(559.08)
110042100125011	TX DPS	113	138,642.00	5,332.38	34,127.26	35,684.12	(1,556.86)
110042100280001	SHERIFF	113	14,665,699.00	564,065.35	3,610,018.22	3,686,517.93	(76,499.71)
110042100291001	CONSTABLE PCT.1	113	623,618.00	23,985.31	153,505.97	156,882.77	(3,376.80)
110042100292001	CONSTABLE PCT.2	113	518,865.00	19,956.35	127,720.62	130,058.52	(2,337.90)
110042100293001	CONSTABLE PCT.3	113	695,951.00	26,767.35	171,311.02	176,352.76	(5,041.74)

Hidalgo County

Department of Budget & Management

5th Salary Sweep (Obj. 112 & 113)
As of Wednesday, October 14, 2015

			Amounts based on BAP Salary Schedule			ALIO	
Account No.	Department Name	Obj. Code	2015 Approved Budgeted Salary	Payroll Amount per Pay Period (D/26)	Remaining Estimated Salaries for Year-End (E*6.4)	Obj. 112 & 113 Available Balance as of 10-14-15	Salary Sweep (Obj. 112 & 113)
110042100294001	CONSTABLE PCT.4	113	731,865.00	28,148.65	180,151.38	187,219.28	(7,067.90)
110042210300001	FIRE MARSHAL	113	279,002.00	10,730.85	68,677.42	70,096.23	(1,418.81)
110042300320034	ALTERNATIVE INCARCERATION PRG	113	210,380.00	8,091.54	51,785.85	54,298.46	(2,512.61)
110042321280002	JAIL	113	14,420,206.00	554,623.31	3,549,589.17	3,647,380.29	(97,791.12)
110042900110075	EMERGENCY MANAGEMENT	113	256,306.00	9,857.92	63,090.71	63,469.96	(379.25)
110043200121001	SANITATION PCT.1	113	559,195.00	21,507.50	137,648.00	140,090.80	(2,442.80)
110043200122001	SANITATION PCT.2	113	335,057.00	12,886.81	82,475.57	86,121.25	(3,645.68)
110043200123001	SANITATION PCT.3	113	1,002,321.00	38,550.81	246,725.17	256,148.59	(9,423.42)
110043200124001	SANITATION PCT.4	113	374,311.00	14,396.58	92,138.09	96,637.84	(4,499.75)
110044100340001	HEALTH ADM	112	111,606.00	4,292.54	27,472.25	27,901.50	(429.25)
110044100340001	HEALTH ADM	113	1,304,096.00	50,157.54	321,008.25	332,980.70	(11,972.45)
110044100340003	HEALTH CLINICS	113	2,992,042.00	115,078.54	736,502.65	767,851.86	(31,349.21)
110044400240001	HUMAN SERVICES	113	883,130.00	33,966.54	217,385.85	222,302.96	(4,917.11)
110044400360001	CHILD WELFARE	113	82,594.00	3,176.69	20,330.83	20,648.49	(317.66)
110045200121013	PARKS PCT.1	113	519,924.00	19,997.08	127,981.29	130,063.67	(2,082.38)
110045200122008	PARKS PCT.2	113	372,968.00	14,344.92	91,807.51	95,188.55	(3,381.04)
110045200123008	PARKS PCT.3	113	410,793.00	15,799.73	101,118.28	104,401.31	(3,283.03)
110045200124009	PARKS PCT.4	113	372,647.00	14,332.58	91,728.49	96,981.55	(5,253.06)
110046100380001	TX AGRILIFE EXT	113	176,946.00	6,805.62	43,555.94	47,458.12	(3,902.18)
110046600122018	PCT 2 CRC - SAN JUAN	113	121,560.00	4,675.38	29,922.46	31,272.30	(1,349.84)
110046600122082	PCT 2 CRC - ALAMO	113	116,756.00	4,490.62	28,739.94	29,189.00	(449.06)
			70,205,489.00	**2,700,211.12**	**17,281,351.14**	**17,733,329.33**	**(451,978.13)**

1100-415-00-115-002-0-899 CO WIDE ADM-CONTINGENCY **451,978.13**

TOTALS **-**

To sweep lapsed salaries (obj. 112 & 113) expenditures to the Co Wide Administration- Contingency account.

AI-51846 **2015 Interdepartmental Transfers** **3. B.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Katia Garcia, COMM. PCT. #1

Department: COMM. PCT. #1

Information

CAPTION

Pct.1 CO's 2014 (1345):
Approval of 2015 interdepartmental transfer within Certificate of Obligations Series 2014 from program (200) and program (192) to program (198) in the amount of $ 51,268.00.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1345-431-00-121-XXX-0-721

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

BUDGETARY IMPACT:

Funds are available as of 10/16/15.

Attachments

INTERDEPT. TRF

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/16/2015 10:21 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Katia Garcia		Started On: 10/15/2015 05:00 PM
Final Approval Date: 10/16/2015		

DATE: October 15, 2015

DEPARTMENT HEAD: Commissioner A.C. Cuellar, Jr.

DEPARTMENT NAME: Hidalgo County Precinct No.1

ACCOUNT NUMBER:

CONTACT PERSON: Katia Garcia **PHONE: (956) 968-8733 Ext. 1022**

2015
Interdepartmental Transfer

AI-51846

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE / DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM:			
5-1345-431-00-121-200-0- 721	CO2014-PCT1-SIESTA VILLAGE	ROADS	(14,268.00)
5-1345-431-00-121-192-0- 721	CO2014-PCT1 VICTORIA RD(BUS83-EXP83)	ROADS	(37,000.00)
TO:			
5-1345-431-00-121-198-0- 721	CO2014-PCT1 NORENE (M20-M191/2)	ROADS	51,268.00
TOTAL BUDGET INCREASE (DECREASE)			-

REASON: Transfer is needed for anticipated expenditures for Norene (M20-M191/2) project.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT / / **DATE** **ATTEST, COUNTY CLERK**

AI-51829 **2015 Interdepartmental Transfers** **3. C.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Damaris San Miguel, BUDGET & MANAGEMENT

Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Pct. 1 Sanitation & Parks (1100):
Approval of interdepartmental transfer from Co. Wide Adm.-Contingency to Pct. 1 Sanitation (program #001) and Pct. 1 Parks (program #013) in the amount of $72,000.00 to fund security services & brush/debris collection services.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-415-00-115-002-0-899

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

BUDGETARY IMPACT:

funds available pending approval of G/F Salary Sweep (AI #51794, CC 10-21-15).

Attachments

revised

Form Review

Inbox	Reviewed By	Date
Ivan Cantu (Originator)	Ivan Cantu	10/15/2015 11:03 AM
Budget & Management	Veronica Ortiz	10/15/2015 01:49 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Ivan Cantu Started On: 10/14/2015 04:38 PM

Final Approval Date: 10/16/2015

DATE: October 21, 2015

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Pct. 1 Sanitation & Parks

ACCOUNT NUMBER: 5-1100-4XX-00-1XX-00X-0-XXX

CONTACT PERSON: Ivan Cantu, Budget Analyst III **PHONE:** ext. 5425

2015

Interdepartmental Transfer

AI #51829
REVISED

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM:			
5-1100-415-00-115-002-0- 899	Co. Wide Adm.-	Contingency	(72,000.00)
TO:			
5-1100-432-00-121-001-0- 350	Pct. 1 Sanitation-	Other Svcs	14,000.00
5-1100-432-00-121-001-0- 421	Pct. 1 Sanitation-	Disposal	50,000.00
5-1100-452-00-121-013-0- 350	Pct. 1 Parks-	Other Svcs	8,000.00
TOTAL BUDGET INCREASE (DECREASE)			-

REASON: To partially fund renewal contract with Valley Metro Security, LLC for Pct. 1 Sanitation & Parks through year-end for security services. In addition, to fund new contract with Republic Services for collection services of brush/debris for Pct. 1 Sanitation (refer to AI #51818, CC 10-21-15).

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT / / **DATE** **ATTEST, COUNTY CLERK**

AI-51795 **2015 Interdepartmental Transfers** **3. D.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Damaris San Miguel, BUDGET & MANAGEMENT

Submitted By: Ivan Cantu, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Visiting Judges (1100):
Approval of interdepartmental transfer from Co. Wide Adm.-Contingency to Visiting Judges in the amount of $160,000.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-415-00-115-002-0-899

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

BUDGETARY IMPACT:

Funds available, pending approval of Salary Sweep (AI #51794, CC 10-21-15).

Attachments

Visiting Judges interdept transfer

Form Review

Inbox	Reviewed By	Date
Ivan Cantu (Originator)	Ivan Cantu	10/16/2015 11:21 AM
Budget & Management	Veronica Ortiz	10/16/2015 11:24 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Ivan Cantu		Started On: 10/14/2015 10:22 AM
Final Approval Date: 10/16/2015		

DATE: October 21, 2015

DEPARTMENT HEAD: Sergio Cruz, Budget Officer

DEPARTMENT NAME: Dept. of Budget & Mgmt for Visiting Judges

ACCOUNT NUMBER: 5-1100-41X-00-1XX-XXX-0-XXX

CONTACT PERSON: Ivan Cantu, Budget Analyst III **PHONE:** ext. 5425

2015

Interdepartmental Transfer

SUBJECT: **Interdepartmental Transfer/s in Accordance with Local Government Code Chapter 111, Subchapter C.**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Interdepartmental transfer/s (transfer in/out) (increase/decrease) in accordance with Local Government Code, Chapter 111, Subchapter C.

INCREASE/DECREASE ACCOUNT NUMBER	ACCOUNT (OBJECT) NAME		AMOUNT
FROM:			
5-1100-415-00-115-002-0- 899	Co. Wide Adm.-	Contingency	(160,000.00)
TO:			
5-1100-412-00-115-014-0- 121	Visiting Judges-	Temp. F/T Employees	142,000.00
5-1100-412-00-115-014-0- 220	Visiting Judges-	FICA	11,000.00
5-1100-412-00-115-014-0- 831	Visiting Judges-	Court Costs & Investigation	7,000.00
TOTAL BUDGET INCREASE (DECREASE)			-

REASON: To fund salaries, fringes, & operating expenditures through year-end.

DEPARTMENT HEAD SIGNATURE

COMMISSIONERS COURT / / **DATE** **ATTEST, COUNTY CLERK**

AI-51804 **Monthly Fee Reports** **4. A.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Vanessa Gonzalez, DISTRICT CLERK

Submitted By: Vanessa Gonzalez, DISTRICT CLERK

Department: DISTRICT CLERK

Information

CAPTION

Revised July 2015 Monthly Fee Report for District Clerk

BACKGROUND

Fiscal Impact

Attachments

Revised July 2015

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/15/2015 10:03 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Vanessa Gonzalez Started On: 10/14/2015 11:17 AM

Final Approval Date: 10/16/2015

HIDALGO COUNTY DISTRICT CLERK MONTHLY FEE REPORT

FOR THE MONTH OF JULY 2015

	# OF CASES			REVISED 10/13/15	
DISTRICT COURT FEES (LGC 133.151(a)(1)&(a)(2))					
DIVORCE & FAMILY LAW CASES	# 279	Cases To Report	= $ 12,331.68		
PARTIAL PAYMENT				1100-207-20-000-051-0-000	$ 12,331.68
OTHER THAN DIVORCE/FAMILY	# 455	Cases To Report	= $ 22,489.01		
PARTIAL PAYMENT				1100-207-20-000-052-0-000	$ 22,489.01
INDIGENT LEGAL SERVICES (LGC 133.152 (a)(1)-(2))					
DIVORCE & FAMILY LAW CASES	# 339	Actions To Report	= $ 1,682.75		
PARTIAL PAYMENT					
OTHER THAN DIVORCE/FAMILY	# 558	Actions To Report	= $ 5,535.57		
PARTIAL PAYMENT				1100-207-20-000-050-0-000	$ 7,218.32
JUDICIAL SUPPORT FEE (LGC 133.154) @37.00AFTER 12/1/05	# 5	Cases To Report	= $ 185.00		
PARTIAL PAYMENT					
JUDICIAL SUPPORT FEE (LGC 133.154) @$42.00AFTER 1/1/08	# 725	Cases To Report	= $ 30,062.29		
PARTIAL PAYMENT				1100-207-20-000-055-0-000	$ 30,247.29
FAMILY PROTECTION FEE (GC 51.961) AFTER 6/15/07@$15.00				1100-341-10-090-011-0-000	$ 3,180.00
CLERK COST (GC 51.317(b)(1)&(b-1)) $ 36,354.35		$50<=10, $75(11-25), $100(26-100), $125(101-500), $150(501-1000) $200>1000			
OTHER CLERK COST (GC51.317-319) $ 46,055.11			$ 82,409.46		
TIME PAYMENT (LGC 133.103) @$10.00			$ 1,419.08		
PHOTO & CERTIFIED COPIES (GC 51.318(b)(7)-(8))			$ 26,247.75		
OTHER FEES: REGISTRY ADMINISTRATION FEE (LGC 117.055)			$ 1,139.84		
REGISTRY ADMINISTRATION INTEREST (LGC 117.054)			$ 1,049.40		
NSF CHECK FEE (LGC 118.141)			$ 30.00		
STOP PAYMENT CHARGE (LGC 118.141 (b)(1)-(2))			$ -		
TOTAL CLERK'S FEES				1100-341-10-090-001-0-000	$ 112,295.53
INTEREST EARNED FOR THE MONTH OF JULY 2015				1100-361-11-000-005-0-000	$ -
COURT FEES: DISTRICT ATTORNEY (CCP 102.008)				1100-341-10-090-007-0-000	$ 180.90
DISTRICT ATTORNEY BOND FORFEITURES COMMISSIONS (GC 41.005)				1100-341-10-090-008-0-000	$ 1,913.03
PROTECTIVE ORDER (D.A. FEES, FC 71.04) @$150.00				1100-341-10-000-003-0-000	$ -
TIME PAYMENT ADMINISTRATION OF JUSTICE (LGC 133.103) @$ 2.50				1100-341-10-090-002-0-000	$ 354.77
TIME PAYMENT (LGC 133.103) @ $12.50				1100-207-20-000-005-0-000	$ 1,773.85
LOCAL (CRIMINAL) TRANSACTION FEE (CCP 102.072)@$2.00				1100-341-10-090-003-0-000	$ 2,316.00
APPELLATE JUD. SYS. FUND (GC 22.2141) @$5.00				1100-207-20-000-001-0-000	$ 2,965.17
STATEWIDE E-FILING FEE (GC 51.851) 9/1/13 @ $20.00				1100-207-20-000-068-0-000	$ 15,963.50
MASTER COURT FEES (14.82gFC) @$7.00				1100-341-10-090-004-0-000	$ -
JURY FEES (CCP 102.004) @$30.00				1100-341-10-090-006-0-000	$ 9,038.06
PASSPORT EXECUTION FEE @$25.00				1100-341-10-090-013-0-000	$ 975.00
PASSPORT PHOTO FEE @$15.00				1100-341-10-090-014-0-000	$ 270.00
RECORDS ARCHIVE AND PRESERVATION FEE (GC 51.305) 8/01/09 @ $5.00				1100-341-10-090-015-0-000	$ 8,164.24
DOMESTIC RELATIONS OFFICE FEE (FC 203.005)				1100-341-10-090-016-0-000	$ 3,876.31
E-FILING TRANSACTION FEE (GC 72.031) 1/1/14 @ $2.00				1100-341-10-090-018-0-000	$ 13,554.00
TAX A/C SCOFFLAW FEE (TC 502.010 (f)) @ $20.00				1100-341-10-140-050-0-000	$ 1,930.10
SHERIFF FEES (CCP 102.011) $ 20,237.09					
SHERIFF FEES (HCSO) $ 4,084.05				1100-342-10-090-001-0-000	$ 24,321.14
CONSTABLE FEES(CCP 102.011) PCT. 1				1100-342-10-291-000-0-000	$ -
PCT. 2				1100-342-10-292-000-0-000	$ 2,163.06
PCT. 3				1100-342-10-293-000-0-000	$ 1,009.91
PCT. 4				1100-342-10-294-000-0-000	$ 1,405.36
PCT. 5				1100-342-10-295-000-0-000	$ -
PUBLIC DEFENSE ATTY'S FEES (CCP 26.05)				1100-351-20-090-001-0-000	$ 15,330.53
FINES (LGC 113.004)				1200-351-10-090-000-0-000	$ 60,245.63
BOND FORFEITURES (CCP 22.16)				1200-352-10-090-001-0-000	$ 35,297.47
PRE-TRIAL DIVERSION PROGRAM FEES (CCP 102.0121 (a))				1225-341-10-080-000-0-000	$ 4,000.00
COURTHOUSE SECURITY FUND (291.008 LGC/102.017 CCP)				1241-341-10-090-001-0-000	$ 4,333.16
# _____ CIVIL FILINGS X $5.00 =			$ 3,521.05		
# _____ FELON. CONV.X $5.00 =			$ 812.11		
# _____ MISD.CONV. X $3.00 =			$ -		
COUNTY RECORDS PRESERVATION (GC 51.708)				1238-341-10-090-001-0-000	$ 7,101.86
COUNTY RECORDS MANAGEMENT & PRESERVATION (GC 51.317/ CCP 102.005)				1238-341-20-090-001-0-000	$ 8,278.11
# _____ CIVIL FILINGS X $5.00 =			$ 4,606.97		
# _____ CRIM CONV. X $22.50 =			$ 3,671.14		
DISTRICT CLERK RECORDS MANAGEMENT & PRESERVATION (GC 51.317 (b)(4))				1235-341-10-090-000-0-000	$ 5,003.21
# _____ CIVIL FILINGS X $5.00 =			$ 4,596.86		
# - CRIM FILINGS X $2.50 =			$ 406.35		
COURT REPORTER SERVICE FEE (GC 51.601) @$15.00				1239-341-10-090-001-0-000	$ 9,063.27
JUVENILE DELINQUENCY PREVENTION FUND (CCP 102.0171) @$5.00				1240-341-10-090-001-0-000	$ -
LAW LIBRARY FEES (LGC 323.023) @$30.00				1247-341-10-090-001-0-000	$ 20,878.20
OTHER COURT FEES:					
CRIMINAL CLERK FEE (CCP ART. 102.005)			$ 6,616.78		
LAW ENFORCEMENT LAB COSTS(CCP ART 42.12 SEC 11)			$ -		
CRIME STOPPERS - ADULT PROBATION DEPT.			$ -		
MOTHERS AGAINST DRUNK DRIVING			$ 100.00		
WOMEN TOGETHER EMERGENCY SHELTER			$ -		
ESTRELLA'S HOUSE			$ -		
ATTORNEY AD-LITEM			$ 2,000.00		
SUBTOTAL				$ 8,716.78	
LESS: LAW ENFORCEMENT LAB COSTS				$ -	
LESS: CRIME STOPPERS				$ -	
LESS: MOTHERS AGAINST DRUNK DRIVING				$ (100.00)	
LESS: WOMEN TOGETHER EMERGENCY SHELTER				$ -	
LESS: ESTRELLA'S HOUSE				$ -	
LESS: ATTORNEY AD-LITEM				$ (2,000.00)	
TOTAL OTHER COURT FEES				1100-341-10-090-005-0-000	$ 6,616.78

10/13/15

FOR THE MONTH OF JULY 2015

CONSOLIDATED COURT COST(LGC133.102)	1/1/04 FEL@$133.00 A&B MISD@$83.00 MISD@$40.00 FEL@$80.00 A&B MISD@40.00 MISD@$17.00	1100-207-20-000-015-0-000	$ 21,080.66
CRIMINAL JUSTICE FEES (CCP 102.51)	PRIOR 8/31/97 FEL @ $20.00 MISD @ $10.00	1100-207-20-000-003-0-000	$ -
BREATH ALCOHOL TESTING (CCP 102.016)	9/1/91-8/31/97 @$30.00	1100-207-20-000-006-0-000	$ -
COMPREHENSIVE REHABILITATION (CCP 102.81)	9/1/91-8/31/97 @$25.00	1100-207-20-000-008-0-000	$ (25.00)
LAW ENFORCE EDUC. FUND(GC 415.082)	8/31/97@ $3.50	1100-207-20-000-011-0-000	$ -
CRIME STOPPERS (CCP 102.013) @ $2.00	9/1/89-8/31/97 @$2.00	1100-207-20-000-014-0-000	$ -
ABUSED CHILDREN'S COUNSELING (CCP 37.072)		1100-207-20-000-016-0-000	$ -
JUVENILE CRIME & DELINQUENCY(CCP 102.075 (m))	9/1/97-8/31/01 @$0.25, 9/1/01-12/31/03 @$0.50	1100-207-20-000-007-0-000	$ 3.58
FUGITIVE APPREHENSION FUND (CCP 102.19)	9/1/97-12/31/03 @$5.00	1100-207-20-000-009-0-000	$ 43.22
CRIME VIC. COMP. FUND (CCP 56.55)	12/31/03 FEL @$45.00 MISD @$35.00	1100-207-20-000-017-0-000	$ 402.47
JUDICIAL&COURT PERSON. TRAINING (GC 56.001)	9/1/85-8/30/99 @$1.00, 8/31/99-12/31/03 @$2.00	1100-207-20-000-027-0-000	$ 17.27
CORRECTIONAL MGMT INST OF TX (CCP 102.075(n))	9/1/01-12/31/03 @ $0.50	1100-207-20-000-029-0-000	$ 3.01
STATE AGENCY ARREST FEES (CCP 102.011, LGC 133.104)			
DPS: @ $35.00		1100-207-20-000-019-0-000	$ 470.95
TABC: @ $35.00		1100-207-20-000-020-0-000	$ -
P& W: @ $35.00		1100-207-20-000-021-0-000	$ 5.04
DNA TESTING FEE (CCD 102.020,GC 411.1471(a)(1) or (a)(2) $250.00, GC 411.1471(a)(3) $50.00)		1100-207-20-000-030-0-000	$ 1,310.45
JUVENILE PROBATION DIVERSION FUND (FC ART 54.0411) @ $20.00		1100-207-20-000-033-0-000	$ -
JURY SERVICE FUND (SB 1704) @$4.00		1100-207-20-000-053-0-000	$ 600.92
JUDICIAL SUPPORT FEE - STATE -(LGC 133.105) @$3.40		1100-207-20-000-054-0-000	$ 793.64
JUDICIAL SUPPORT FEE - COUNTY -(LGC 133.105) @$0.60		1100-341-10-090-009-0-000	$ 89.79
STATE TRAFFIC FEE (TRC 542.4031)	AFTER 9/1/03 @$30.00	1100-207-20-000-035-0-000	$ -
NONDISCLOSURE FEE (GC 411.081(d)-(h)) # 2 cases	AFTER 9/1/03 @$28.00	1100-207-20-000-037-0-000	$ 56.00
EXPUNGEMENT OF OFFENSES FOR MINORS (CCP 102.006 AND GC103.021)	AFTER 1/1/06@$30.00	1100-341-10-090-010-0-000	$ -
DRUG COURT FEE-STATE (CCP 102.0178)	AFTER 6/15/07	1100-207-20-000-058-0-000	$ 3,190.32
EMS TRAUMA FUND (CCP 102.0185 PC CHAP.49)	AFTER 1/1/04 @$100.00	1100-207-20-000-036-0-000	$ 2,090.41
INDIGENT DEFENSE REPRESENTATION FUND (LGC 133.107)	AFTER 1/1/06 @$ 2.00	1100-207-20-000-059-0-000	$ 286.01
DNA COMMUNITY SUPERVISION - DNA TESTING (CCP102.020)	AFTER 1/1/10 @ $34.00	1100-207-20-000-063-0-000	$ 2,433.54
DNA COMMUNITY SUPERVISION - JUVENILE - DNA TESTING (CCP 102.020)	AFTER 1/1/10 @$50.00	1100-207-20-000-064-0-000	$ -
COUNTY & DISTRICT COURT TECHNOLOGY FUND (CCP 102.0169)	AFTER 1/1/10@ $4.00	1255-341-10-090-000-0-000	$ 537.62
COUNTY CHILD ABUSE PREVENTION FUND (CCP 102.0186)	AFTER 1/1/06@$100.00	1234-341-10-090-000-0-000	$ 458.22
MENTAL HEALTH EXPERTS COMPENSATION		1100-360-00-000-000-0-000	$ 27.39
RESTITUTION FEE / STATE (CCP 42.037)	AFTER 1/1/06 @$6.00		$ -
RESTITUTION FEE / COUNTY (CCP 42.037)	AFTER 1/1/06 @$6.00		$ -
FAILURE TO APPEAR - STATE (TRANS. CODE 706.006-.007)	AFTER 7/5/11 @$20.00	1100-207-20-000-066-0-000	$ 1,125.40
FAILURE TO APPEAR - DISTRICT CLERK (TRANS. CODE 706.006-.007)	AFTER 7/5/11 @$4.00	1100-341-10-090-017-0-000	$ 225.05
FAILURE TO APPEAR - OMNI BASE (TRANS. CODE 706.006-.007)	AFTER 7/5/11 @$6.00	1100-202-00-000-019-0-000	$ 337.68
E-FILING COST ON CONVICTION FEE (GC 102.0415) 9/1/13 @ $5.00		1100-207-20-000-071-0-000	$ 611.98
TEXAS HOME VISITING PROGRAM CONTRIBUTIONS @$5.00		1100-207-20-000-074-0-000	$ 10.00
DUE TO GENERAL (95' COMPTROLLER AUDIT)		1100-360-00-000-000-0-000	$ -
TOTAL FEES COLLECTED FOR PAYMENT TO COUNTY TREASURER		1100-227-30-000-019-0-000	$ 492,270.07

TOTAL CASH RECEIVED			$ 501,653.17
LESS: AMOUNT PAID TO COUNTY TREASURER	$ 492,270.07		
AMOUNT DUE TO COUNTY TREASURER	$ -		
AMOUNT OVERPAID TO COUNTY TREASURER	$ -		
OTHER DISBURSEMENTS	$ 32,432.00		
TOTAL DISBURSEMENTS			$ 524,702.07
NET AMOUNT AVILABLE FOR DEPOSIT TO CLERK'S FEE ACCOUNT			$ (23,048.90)

PROOF:

AMOUNT RECEIVED:	$ 6,441.10
AMOUNT LIQ.:	$ (31,590.00)
CRIME STOPPERS (ADULT PROBATION):	$ -
LAW ENFORCEMENT LAB COSTS (DPS):	$ -
MOTHERS AGAINST DRUNK DRIVING	$ 100.00
WOMEN TOGETHER EMERGENCY SHELTER	$ -
ESTRELLA'S HOUSE	$ -
ATTORNEY AD-LITEM	$ 2,000.00
ADULT PROBATION:	$ -
SHORTAGE/OVERAGE	$ -
NET AMOUNT	$ (23,048.90)

8/20/15

HIDALGO COUNTY DISTRICT CLERK MONTHLY FEE REPORT
PAGE 3 OF 3
FOR THE MONTH OF JULY 2015

REMITTANCES TO COUNTY TREASURER:

	DATE	CHECK NUMBER	AMOUNT	TREASURER REC #
CIVIL1)	07/07/15	45409	$ 33,393.00	188368
CIVIL2)	07/21/15	45655	$ 81,161.66	188832
CIVIL3)	07/27/15	45758	$ 69,181.83	189143
CIVIL4)	08/14/15	45771	$ 75,879.16	189573
CIVIL5)	08/14/15	45770	$ 96,137.37	189574
CIVIL6)		0	$ -	0
CIVIL7)		0	$ -	0
CIVIL8)		0	$ -	0
CIVIL9)		0	$ -	0
CRM1)	07/07/15	45392	$ 11,076.00	188370
CRM2)	07/16/15	45598	$ 25,529.25	188866
CRM3)	07/16/15	45596	$ 17,059.00	188860
CRM4)	07/20/15	45625	$ 15,888.65	188831
CRM5)	07/20/15	45636	$ 9,475.00	188829
CRM6)	07/29/15	45760	$ 18,167.65	189129
CRM7)	08/14/15	45774	$ 13,951.00	189572
CRM8)	08/20/15	45775	$ 16,939.50	~~0~~ 189708
CRM9)	08/20/15	45776	$ 8,431.00	~~0~~ 189709
CRM10)		0	$ -	
TOTAL AMOUNT OF REMITTANCES			$ 492,270.07	

PREPARED BY: J. Pennyfeather 8/20/15
BOOKKEEPER DATE

REVIEWED BY: Teresa D. Tidwell 8/20/15
ACCOUNTANT DATE

INTERNAL AUDITOR DATE

THIS REPORT HAS BEEN PERSONALLY REVIEWED BY ME AND I CERTIFY IT TO BE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Arturo Vasquez 8/20/15
DISTRICT CLERK OR DESGINEE SIGNATURE DATE

THIS REPORT IS DUE IN THE COUNTY AUDITOR BEFORE THE FIFTH (5) WORKING DAY OF THE FOLLOWING MONTH.

AI-51801 **Monthly Fee Reports** **4. B.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Norma Martinez, DISTRICT CLERK

Submitted By: Norma Martinez, DISTRICT CLERK

Department: DISTRICT CLERK

Information

CAPTION

District Clerk Fee Report for the Month of September 2015 $446,817.45

BACKGROUND

Fiscal Impact

Attachments

Sept 2015 Fee Monthly Report

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/15/2015 10:01 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Norma Martinez Started On: 10/14/2015 11:00 AM

Final Approval Date: 10/16/2015

HIDALGO COUNTY DISTRICT CLERK MONTHLY FEE REPORT
PAGE 1 OF 3

FOR THE MONTH OF SEPTEMBER 2015

	# OF CASES				
DISTRICT COURT FEES (LGC 133.151(a)(1)&(a)(2))					
DIVORCE & FAMILY LAW CASES	# 277	Cases To Report	= $ 12,188.68		
PARTIAL PAYMENT				1100-207-20-000-051-0-000	$ 12,188.68
OTHER THAN DIVORCE/FAMILY	# 478	Cases To Report	= $ 23,915.70		
PARTIAL PAYMENT				1100-207-20-000-052-0-000	$ 23,915.70
INDIGENT LEGAL SERVICES (LGC 133.152 (a)(1)-(2))					
DIVORCE & FAMILY LAW CASES	# 318	Actions To Report	= $ 1,604.58		
PARTIAL PAYMENT					
OTHER THAN DIVORCE/FAMILY	# 608	Actions To Report	= $ 6,044.26		
PARTIAL PAYMENT				1100-207-20-000-050-0-000	$ 7,648.84
JUDICIAL SUPPORT FEE (LGC 133.154) @37.00AFTER 12/1/05	# 5	Cases To Report	= $ 185.00		
PARTIAL PAYMENT					
JUDICIAL SUPPORT FEE (LGC 133.154) @$42.00AFTER 1/1/08	# 746	Cases To Report	= $ 31,096.33		
PARTIAL PAYMENT				1100-207-20-000-055-0-000	$ 31,281.33
FAMILY PROTECTION FEE (GC 51.961) AFTER 6/15/07@$15.00				1100-341-10-090-011-0-000	$ 2,969.58

$50<=10, $75(11-25), $100(26-100), $125(101-500), $150(501-1000) $200>1000

CLERK COST (GC 51.317(b)(1)&(b-1))	$ 37,686.55			
OTHER CLERK COST (GC51.317-319)	$ 34,860.28	$ 72,546.83		
TIME PAYMENT (LGC 133.103) @$10.00		$ 1,387.26		
PHOTO & CERTIFIED COPIES (GC 51.318(b)(7)-(8))		$ 20,327.00		
OTHER FEES: REGISTRY ADMINISTRATION FEE (LGC 117.055)		$ 572.50		
REGISTRY ADMINISTRATION INTEREST (LGC 117.054)		$ 645.41		
NSF CHECK FEE (LGC 118.141)		$ 30.00		
STOP PAYMENT CHARGE (LGC 118.141 (b)(1)-(2))		$ -		
TOTAL CLERK'S FEES			1100-341-10-090-001-0-000	$ 95,511.00
INTEREST EARNED FOR THE MONTH OF SEPTEMBER 2015			1100-361-11-000-005-0-000	$ -
COURT FEES. DISTRICT ATTORNEY (CCP 102.008)			1100-341-10-090-007-0-000	$ 216.67
DISTRICT ATTORNEY BOND FORFEITURES COMMISSIONS (GC 41.005)			1100-341-10-090-008-0-000	$ -
PROTECTIVE ORDER (D.A. FEES, FC 71.04) @$150.00			1100-341-10-000-003-0-000	$ -
TIME PAYMENT ADMINISTRATION OF JUSTICE (LGC 133.103) @$ 2.50			1100-341-10-090-002-0-000	$ 346.81
TIME PAYMENT (LGC 133.103) @ $12.50			1100-207-20-000-005-0-000	$ 1,734.07
LOCAL (CRIMINAL) TRANSACTION FEE (CCP 102.072)@$2.00			1100-341-10-090-003-0-000	$ 2,260.00
APPELLATE JUD. SYS. FUND (GC 22.2141) @$5.00			1100-207-20-000-001-0-000	$ 3,074.24
STATEWIDE E-FILING FEE (GC.51.851) 9/1/13 @ $20.00			1100-207-20-000-068-0-000	$ 23,466.56
MASTER COURT FEES (14.82gFC) @$7.00			1100-341-10-090-004-0-000	$ -
JURY FEES (CCP 102.004) @$30.00			1100-341-10-090-006-0-000	$ 9,775.26
PASSPORT EXECUTION FEE @$25.00			1100-341-10-090-013-0-000	$ 750.00
PASSPORT PHOTO FEE @$15.00			1100-341-10-090-014-0-000	$ 130.00
RECORDS ARCHIVE AND PRESERVATION FEE (GC 51.305) 8/01/09 @ $5.00			1100-341-10-090-015-0-000	$ 8,479.36
DOMESTIC RELATIONS OFFICE FEE (FC 203.005)			1100-341-10-090-016-0-000	$ 3,762.07
E-FILING TRANSACTION FEE (GC 72.031) 1/1/14 @ $2.00			1100-341-10-090-018-0-000	$ 15,280.00
TAX A/C SCOFFLAW FEE (TC 502.010 (f)) @ $20.00			1100-341-10-140-050-0-000	$ 2,324.03
SHERIFF FEES (CCP 102.011) $ 18,718.35				
SHERIFF FEES (HCSO) $ 3,392.76			1100-342-10-090-001-0-000	$ 22,111.11
CONSTABLE FEES(CCP 102.011) PCT. 1			1100-342-10-291-000-0-000	$ -
PCT. 2			1100-342-10-292-000-0-000	$ 3,351.75
PCT. 3			1100-342-10-293-000-0-000	$ 1,733.73
PCT. 4			1100-342-10-294-000-0-000	$ 1,552.53
PCT. 5			1100-342-10-295-000-0-000	$ -
PUBLIC DEFENSE ATTY'S FEES (CCP 26.05)			1100-351-20-090-001-0-000	$ 12,818.71
FINES (LGC 113.004)			1200-351-10-090-000-0-000	$ 57,342.87
BOND FORFEITURES (CCP 22.16)			1200-352-10-090-001-0-000	$ -
PRE-TRIAL DIVERSION PROGRAM FEES (CCP 102.0121 (a))			1225-341-10-080-000-0-000	$ 3,044.36
COURTHOUSE SECURITY FUND (291.008 LGC/102.017 CCP)			1241-341-10-090-001-0-000	$ 4,469.18
# _____ CIVIL FILINGS X $5.00 =	$ 3,683.88			
# _____ FELON. CONV.X $5.00 =	$ 785.30			
# _____ MISD.CONV. X $3.00 =	$ -			
COUNTY RECORDS PRESERVATION (GC 51.708)			1238-341-10-090-001-0-000	$ 7,325.25
COUNTY RECORDS MANAGEMENT & PRESERVATION (GC 51.317/ CCP 102.005)			1238-341-20-090-001-0-000	$ 7,488.14
# _____ CIVIL FILINGS X $5.00 =	$ 4,753.83			
# _____ CRIM CONV. X $22.50 =	$ 2,734.31			
DISTRICT CLERK RECORDS MANAGEMENT & PRESERVATION (GC 51.317 (b)(4))			1235-341-10-090-000-0-000	$ 5,964.95
# _____ CIVIL FILINGS X $5.00 =	$ 4,734.56			
# - CRIM FILINGS X $2.50 =	$ 1,230.39			
COURT REPORTER SERVICE FEE (GC 51.601) @$15.00			1239-341-10-090-001-0-000	$ 9,291.99
JUVENILE DELINQUENCY PREVENTION FUND (CCP 102.0171) @$5.00			1240-341-10-090-001-0-000	$ -
LAW LIBRARY FEES (LGC 323.023) @$30.00			1247-341-10-090-001-0-000	$ 21,517.53
OTHER COURT FEES: CRIMINAL CLERK FEE (CCP ART. 102.005)	$ 6,430.65			
LAW ENFORCEMENT LAB COSTS(CCP ART 42.12 SEC 11)	$ 7.00			
CRIME STOPPERS - ADULT PROBATION DEPT.	$ -			
MOTHERS AGAINST DRUNK DRIVING	$ -			
WOMEN TOGETHER EMERGENCY SHELTER	$ 1,000.00			
ESTRELLA'S HOUSE	$ -			
ATTORNEY AD-LITEM	$ -			
SUBTOTAL		$ 7,437.65		
LESS: LAW ENFORCEMENT LAB COSTS		$ (7.00)		
LESS: CRIME STOPPERS		$ -		
LESS: MOTHERS AGAINST DRUNK DRIVING		$ -		
LESS: WOMEN TOGETHER EMERGENCY SHELTER		$ (1,000.00)		
LESS: ESTRELLA'S HOUSE		$ -		
LESS: ATTORNEY AD-LITEM		$ -		
TOTAL OTHER COURT FEES			1100-341-10-090-005-0-000	$ 6,430.65

10/8/15

HIDALGO COUNTY DISTRICT CLERK MONTHLY FEE REPORT
PAGE 2 OF 3

FOR THE MONTH OF SEPTEMBER 2015

CONSOLIDATED COURT COST(LGC133.102)	1/1/04 A&B MISD@$83.00 MISD@$40.00 A&B MISD@40.00 MISD@$17.00 FEL@$133.00	1100-207-20-000-015-0-000	$ 20,496.65
CRIMINAL JUSTICE FEES (CCP 102.51)	PRIOR 8/31/97 FEL @ $20.00 MISD @ $10.00	1100-207-20-000-003-0-000	$ -
BREATH ALCOHOL TESTING (CCP 102.016)	9/1/91-8/31/97 @$30.00	1100-207-20-000-006-0-000	$ -
COMPREHENSIVE REHABILITATION (CCP 102.81)	9/1/91-8/31/97 @$25.00	1100-207-20-000-008-0-000	$ -
LAW ENFORCE EDUC. FUND(GC 415.082)	$3.50	1100-207-20-000-011-0-000	$ -
CRIME STOPPERS (CCP 102.013) @ $2.00	9/1/89-8/31/97 @$2.00	1100-207-20-000-014-0-000	$ -
ABUSED CHILDREN'S COUNSELING (CCP 37.072)		1100-207-20-000-016-0-000	$ -
JUVENILE CRIME & DELINQUENCY(CCP 102.075 (m))	9/1/97-8/31/01 @$0.25, 9/1/01-12/31/03 @$0.50	1100-207-20-000-007-0-000	$ 2.65
FUGITIVE APPREHENSION FUND (CCP 102.19)	9/1/97-12/31/03 @$5.00	1100-207-20-000-009-0-000	$ 40.30
CRIME VIC. COMP. FUND (CCP 56.55)	FEL @$45.00 MISD @$35.00	1100-207-20-000-017-0-000	$ 362.20
JUDICIAL&COURT PERSON. TRAINING (GC 56.001)	9/1/85-8/30/99 @$1.00, 8/31/99-12/31/03 @$2.00	1100-207-20-000-027-0-000	$ 15.06
CORRECTIONAL MGMT INST OF TX (CCP 102.075(n))	9/1/01-12/31/03 @ $0.50	1100-207-20-000-029-0-000	$ 1.27
STATE AGENCY ARREST FEES (CCP 102.011, LGC 133.104)			
DPS: @ $35.00		1100-207-20-000-019-0-000	$ 452.36
TABC: @ $35.00		1100-207-20-000-020-0-000	$ -
P& W. @ $35.00		1100-207-20-000-021-0-000	$ 6.08
DNA TESTING FEE (CCD 102.020,GC 411.1471(a)(1) or (a)(2) $250.00, GC 411.1471(a)(3) $50.00)		1100-207-20-000-030-0-000	$ 1,504.08
JUVENILE PROBATION DIVERSION FUND (FC ART 54.0411) @ $20.00		1100-207-20-000-033-0-000	$ -
JURY SERVICE FUND (SB 1704) @$4.00		1100-207-20-000-053-0-000	$ 575.18
JUDICIAL SUPPORT FEE - STATE -(LGC 133.105) @$3.40		1100-207-20-000-054-0-000	$ 765.91
JUDICIAL SUPPORT FEE - COUNTY -(LGC 133.105) @$0.60		1100-341-10-090-009-0-000	$ 87.75
STATE TRAFFIC FEE (TRC 542.4031)	AFTER 9/1/03 @$30.00	1100-207-20-000-035-0-000	$ -
NONDISCLOSURE FEE (GC 411.081(d)-(h)) # 0 cases	AFTER 9/1/03 @$28.00	1100-207-20-000-037-0-000	$ 28.00
EXPUNGEMENT OF OFFENSES FOR MINORS (CCP 102.006 AND GC103.021)	AFTER 1/1/06@$30.00	1100-341-10-090-010-0-000	$ -
DRUG COURT FEE-STATE (CCP 102.0178) AFTER 6/15/07		1100-207-20-000-058-0-000	$ 3,487.92
EMS TRAUMA FUND (CCP 102.0165 PC CHAP.49)	AFTER 1/1/04 @$100.00	1100-207-20-000-038-0-000	$ 2,478.34
INDIGENT DEFENSE REPRESENTATION FUND (LGC 133.107)	AFTER 1/1/08 @$ 2.00	1100-207-20-000-059-0-000	$ 277.76
DNA COMMUNITY SUPERVISION - DNA TESTING (CCP102.020)	AFTER 1/1/10 @ $34.00	1100-207-20-000-063-0-000	$ 2,658.69
DNA COMMUNITY SUPERVISION - JUVENILE - DNA TESTING (CCP 102.020)	AFTER 1/1/10 @$50.00	1100-207-20-000-064-0-000	$ -
COUNTY & DISTRICT COURT TECHNOLOGY FUND (CCP 102.0169)	AFTER 1/1/10@ $4.00	1255-341-10-090-000-0-000	$ 515.19
COUNTY CHILD ABUSE PREVENTION FUND (CCP 102.0186)	AFTER 1/1/06@$100.00	1234-341-10-090-000-0-000	$ 382.61
MENTAL HEALTH EXPERTS COMPENSATION		1100-360-00-000-000-0-000	$ 67.35
RESTITUTION FEE / STATE (CCP 42.037)	AFTER 1/1/06 @$6.00		$ -
RESTITUTION FEE / COUNTY (CCP 42.037)	AFTER 1/1/06 @$6.00		$ -
FAILURE TO APPEAR - STATE (TRANS. CODE 706.006-.007)	AFTER 7/5/11 @$20.00	1100-207-20-000-066-0-000	$ 1,643.09
FAILURE TO APPEAR - DISTRICT CLERK (TRANS. CODE 706.006-.007)	AFTER 7/5/11 @$4.00	1100-341-10-090-017-0-000	$ 328.62
FAILURE TO APPEAR - OMNI BASE (TRANS. CODE 706.006-.007)	AFTER 7/5/11 @$5.00	1100-202-00-000-019-0-000	$ 492.95
E-FILING COST ON CONVICTION FEE (GC 102.0415) 9/1/13 @ $5.00		1100-207-20-000-071-0-000	$ 590.49
TEXAS HOME VISITING PROGRAM CONTRIBUTIONS @$5.00		1100-207-20-000-074-0-000	$ -
DUE TO GENERAL (95' COMPTROLLER AUDIT)		1100-360-00-000-000-0-000	$ -
TOTAL FEES COLLECTED FOR PAYMENT TO COUNTY TREASURER		1100-227-30-000-019-0-000	$ 446,817.45
TOTAL CASH RECEIVED			$ 460,725.89
LESS: AMOUNT PAID TO COUNTY TREASURER	$ 446,817.45		
AMOUNT DUE TO COUNTY TREASURER	$ -		
AMOUNT OVERPAID TO COUNTY TREASURER	$ -		
OTHER DISBURSEMENTS	$ 6,384.94		
TOTAL DISBURSEMENTS			$ 453,202.39
NET AMOUNT AVILABLE FOR DEPOSIT TO CLERK'S FEE ACCOUNT			$ 7,523.50

PROOF:

AMOUNT RECEIVED:	$ 7,188.50
AMOUNT LIQ.:	$ (672.00)
CRIME STOPPERS (ADULT PROBATION):	$ -
LAW ENFORCEMENT LAB COSTS (DPS):	$ 7.00
MOTHERS AGAINST DRUNK DRIVING	$ -
WOMEN TOGETHER EMERGENCY SHELTER	$ 1,000.00
ESTRELLA'S HOUSE	$ -
ATTORNEY AD-LITEM	$ -
ADULT PROBATION:	$ -
SHORTAGE/OVERAGE	$ -
NET AMOUNT	$ 7,523.50

10/8/15

HIDALGO COUNTY DISTRICT CLERK MONTHLY FEE REPORT
PAGE 3 OF 3

FOR THE MONTH OF SEPTEMBER 2015

REMITTANCES TO COUNTY TREASURER:

	DATE	CHECK NUMBER	DATES OF REPORTS	AMOUNT	TREASURER REC #
CIVIL1)	09/16/15	45824	09/01/15 - 09/04/15	$ 57,830.47	190596
CIVIL2)	09/16/15	45823	09/07/15 - 09/11/15	$ 59,390.00	190595
CIVIL3)	09/28/15	45882	09/14/15 - 09/18/15	$ 76,767.94	191167
CIVIL4)	09/30/15	45886	09/21/15 - 09/25/15	$ 80,385.07	191156
CIVIL5)	10/13/15	~~0~~ 45903	09/28/15 - 09/30/15	$ 38,691.00	~~0~~ 191474
CIVIL6)		0	00/00/00 - 00/00/00	$ -	0
CIVIL7)		0	00/00/00 - 00/00/00	$ -	0
CIVIL8)		0	00/00/00 - 00/00/00	$ -	0
CIVIL9)		0	00/00/00 - 00/00/00	$ -	0
CRM1)	09/17/15	45825	09/01/15 - 09/02/15	$ 9,834.50	190629
CRM2)	09/17/15	45826	09/03/15 - 09/04/15	$ 17,112.50	190630
CRM3)	09/18/15	45836	09/07/15 - 09/09/15	$ 18,788.72	190704
CRM4)	09/17/15	45827	09/10/15 - 09/11/15	$ 9,936.00	190646
CRM5)	09/18/15	45837	09/14/15 - 09/16/15	$ 16,175.50	190703
CRM6)	09/28/15	45881	09/17/15 - 09/18/15	$ 11,004.00	191165
CRM7)	09/28/15	45880	09/21/15 - 09/23/15	$ 19,788.50	191164
CRM8)	09/30/15	45887	09/24/15 - 09/25/15	$ 9,925.25	191157
CRM9)	10/07/15	45900	09/28/15 - 09/30/15	$ 21,188.00	~~0~~ 191477
CRM10)		0	00/00/00 - 00/00/00	$ -	0

TOTAL AMOUNT OF REMITTANCES **$ 446,817.45**

PREPARED BY: V. Manzanares 10/8/15
BOOKKEEPER DATE

REVIEWED BY: Norma D. Ruiz 10/8/15
ACCOUNTANT DATE

INTERNAL AUDITOR DATE

THIS REPORT HAS BEEN PERSONALLY REVIEWED BY ME AND I CERTIFY IT TO BE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Laura Hinojosa 10/8/2015
DISTRICT CLERK OR DESGINEE SIGNATURE DATE

THIS REPORT IS DUE IN THE COUNTY AUDITOR BEFORE THE FIFTH (5) WORKING DAY OF THE FOLLOWING MONTH.

COUNTY AUDITOR'S FORM RE-DC-014, 11/2013

AI-51773 **Monthly Fee Reports** **4. C.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Rosie Cantu, DISTRICT ATTORNEY

Submitted By: Sylvia Solis, DISTRICT ATTORNEY

Department: DISTRICT ATTORNEY

Information

CAPTION

District Attorney's Office
2015 September - Hot Checks Fees Monthly Report

BACKGROUND

Fiscal Impact

FISCAL YEAR: ACCT. #:

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

BUDGETARY IMPACT:

No budgetary impact.

Attachments

September report

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/13/2015 04:46 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Sylvia Solis		Started On: 10/13/2015 01:29 PM
Final Approval Date: 10/16/2015		

HIDALGO COUNTY TEXAS
DISTRICT ATTORNEY MONTHLY COLLECTIONS REPORT
FOR THE MONTH ENDED September, 2015

MONIES RECEIVED

BEGINNING RECEIPT #	**HC-2015-00136**		**HC-2015-00257**
TOTAL RECEIPTS FOR THIS MONTH:		**122**	
TOTAL RECEIPTS VOIDED THIS MONTH:		**0**	
Restitution Collected This Month	*PC Ch. 32.41 (e)*	$102,436.41	
DTO - Court Costs & Fines Collected This Month	*CCP Art. 102; PC Ch.112.21; PC Ch. 112.22; PC Ch. 112.23; LGC Ch. 113.004; etc.*	7,950.00	
Processing Fees Collected This Month	*CCP Art. 102.007 (c)*	6,004.18	
DTO - Merchant Fees Collected This Month	*CCP Art. 102.007 (e); BCC Ch. 3.506 (b)*	2,780.00	
Overpayments/Refunds for This Month		32.62	
Interest Earned on Bank Acct.	*LGC Ch. 113.021 (c)*	0.00	
Total Collections for This Month		$119,203.21	

DISBURSEMENTS

BEGINNING CHECK #	**6040**	**ENDING CHECK #**	**6273**
TOTAL CHECKS FOR THIS MONTH:		**237**	
TOTAL CHECKS VOIDED THIS MONTH:		**6**	
Restitution Disbursed This Month		$169,052.03	
Court Costs & Fines Disbursed This Month		13,096.26	
Processing Fees Disbursed- County Treasurer		10,283.82	
Merchant Fees Disbursed This Month		4,600.00	
Refunds of Overpayments to Defendants		38.07	
Interest Paid to General Fund		0.00	
Reissue Checks Disbursed This Month		0.00	
Voided Checks This Month		0.00	
Total Disbursements for This Month		$197,070.18	

This report has been personally reviewed by me and I certify it to be true and correct to the best of my knowledge.

Hidalgo County Criminal District Attorney — Date: 10/08/2015

Prepared By — Date: 10-8-15

This report is due in the Office of the County Auditor before the fifth (5th) working day of the following month (LGC§ 114.001).

AI-51833 **Membership Dues** **5. A.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Joseph Palacios, COMM. PCT. #4

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

Department: COMM. PCT. #4

Information

CAPTION

Precinct 4 (1200):
Approval to pay International Right of Way Association membership dues for Mr. Joe Ochoa with authority for the County Treasurer to issue check after review, audit, and processing procedures are completed by the County Auditor. (Req # 285447)

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1200-431-00-124-005-0-xxx

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

BUDGETARY IMPACT:

Funds available as of 10/16/15.

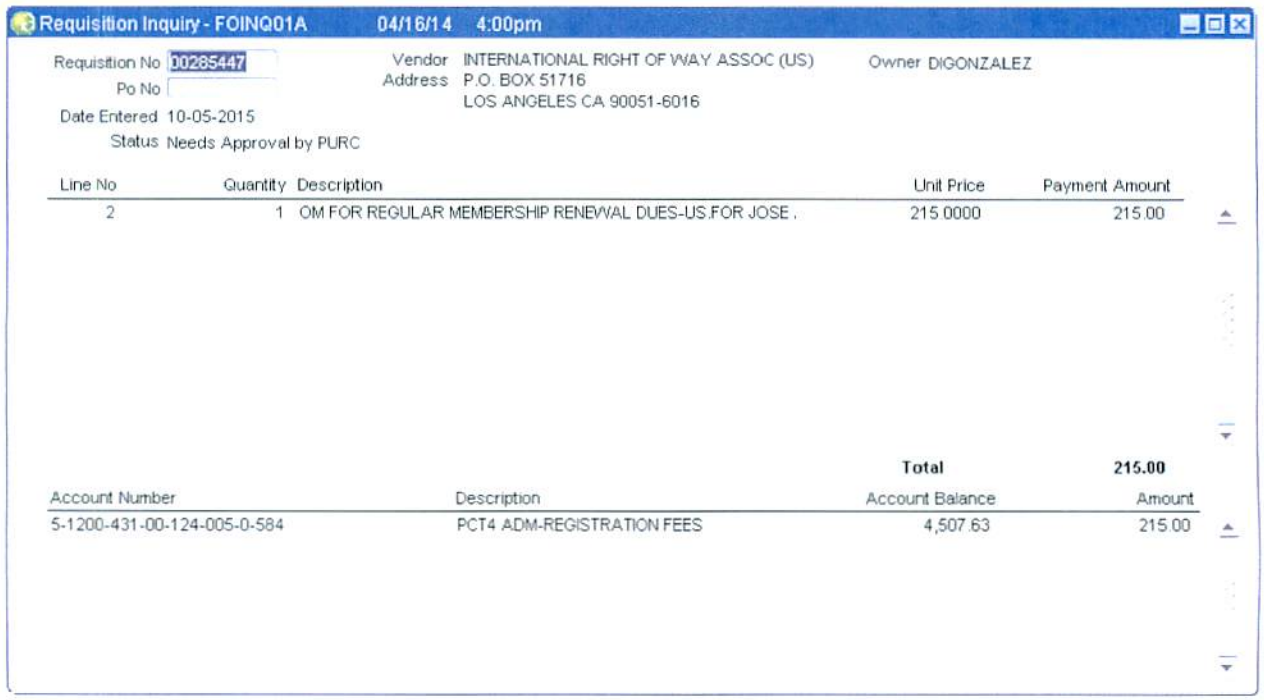
Req # 285447
5-1200-431-00-124-005-0-584

Attachments

ARWA Membership

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/16/2015 11:26 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Veronica Lopez		Started On: 10/15/2015 09:28 AM
Final Approval Date: 10/16/2015		



Requisition Inquiry - FOINQ01A 04/16/14 4:00pm

Requisition No 00285447
Po No
Date Entered 10-05-2015
Status Needs Approval by PURC

Vendor INTERNATIONAL RIGHT OF WAY ASSOC (US)
Address P.O. BOX 51716
LOS ANGELES CA 90051-6016

Owner DIGONZALEZ

Line No	Quantity	Description	Unit Price	Payment Amount
2	1	OM FOR REGULAR MEMBERSHIP RENEWAL DUES-US FOR JOSE .	215.0000	215.00

Total **215.00**

Account Number	Description	Account Balance	Amount
5-1200-431-00-124-005-0-584	PCT4 ADM-REGISTRATION FEES	4,507.63	215.00

IRWA
BUILDING A BETTER WORLD TOGETHER.

OCT 13 2015

Customer #: 7910673

International Right of Way Association (US)
PO BOX 51716
Los Angeles, CA 90051-6016

Invoice

Invoice # : 328953
Invoice Date: 09/30/2015

Mr. Joe Ochoa
Hidalgo County Precinct 4
1051 N Doolittle
EDINBURG, TX 78542

Description	Quantity	Price	Discount	Amount
Contribution to the RWIEF	1	~~$20.00~~	$0.00	~~$20.00~~
Regular Member Renewal-US	1	$215.00	$0.00	$215.00

Thank you for supporting the Education Foundation with your $20 contribution. Each and every dollar is used for funding IRWA educational courses and professional development programs. (If you wish to contribute more, please add that amount to the Total Due at the bottom and include it in your Amount Remitted. If you elect not to contribute, simply subtract it from the Total Due.)

If you have already paid your 2016 dues, we thank you! (Please disregard this notice.)

Invoice Total	$235.00
Amount Paid	~~$0.00~~
PLEASE PAY	**$235.00**

PLEASE DETACH AND REMIT WITH YOUR PAYMENT

Customer #: 7910673 Invoice # : 328953

Mr. Joe Ochoa
Hidalgo County Precinct 4
1051 N Doolittle
EDINBURG, TX 78542

Remit Payment To:

International Right of Way Association (US)
PO BOX 51716, Los Angeles, CA 90051-6016

Select Payment Method

☐ Check Enclosed
Card Provider _____ Exp Date____/____
Card #_____
Card Holder's Name_____
Card Holder's Signature_____

Total Due: **$235.00**
Amount Remitted : _____

Dues are not deductible as a charitable contribution. Payment of membership dues may be tax deductible as an ordinary and necessary business expense. Consult your tax advisor.

IRWA
BUILDING A BETTER WORLD TOGETHER®

October 2015

International Governing Council

Executive Committee

President
Wayne Goss, SR/WA, R/W-NAC
City of Shreveport

President-Elect
Mary Anne Marr, SR/WA
Consumers Energy

Vice President
Jerry Colburn, SR/WA, R/W-RAC
Overland, Pacific & Cutler, Inc.

Treasurer
Jeffrey Jones, SR/WA, R/W-URAC,
R/W-NAC, R/W-RAC
Hubbell, Roth and Clark, Inc.

Secretary
Aimie Mims, SR/WA, R/W-AMC, R/W-NAC
HDR Engineering, Inc.

Executive Vice President
Mark A. Rieck
International Right of Way Association

General Counsel
Eric Finn, Esq.

Region Chairs

Region 1
Janet Parks, SR/WA, R/W-AMC
Overland, Pacific & Cutler, Inc.

Region 2
Ana Rausch, SR/WA, R/W-RAC
Percheron, LLC

Region 3
Lou Ann Dollar, SR/WA
Ameren Missouri

Region 4
Phyllis Lilly, SR/WA

Region 5
Brad Krabel, SR/WA, R/W-NAC
Consumers Energy

Region 6
Sean Sampson, SR/WA, R/W-NAC
Nashville Electric Service

Region 7
Brad Thomas, SR/WA, R/W-RAC
HDR Engineering, Inc.

Region 8
Sharon Slauenwhite, SR/WA
Prince Edward Island Department of Transportation

Region 9
Wayne Larsen, SR/WA, R/W-URAC, R/W-AC
The Right of Way Group, LLC

Region 10
Brian Taylor, SR/WA, R/W-AC
Natural Resources Canada

Dear IRWA Member,

Thank you for allowing us to serve you in 2015. You are a valued member, and we look forward to bringing you essential benefits and services in the coming year.

IRWA is the central authority for global real estate infrastructure, and maintaining your membership will help you stay current, credentialed and connected.

- Stay **current** on changing trends with IRWA's educational resources, the Annual International Education Conference and Right of Way Magazine.
- Get **credentialed** in a wide range of certifications and designations that will help you differentiate yourself in a competitive marketplace, while enhancing the value you bring to your employer and clients.
- Remain **connected** to a worldwide network of industry experts and peers through meetings, seminars and events at the Chapter, Region and International levels.

Unite with other professionals who believe in upholding the highest ethical standards, while remaining committed to professional excellence.

Renew Today!

We have made it easy to renew online. Just visit us at www.irwaonline.org and click on the Membership tab and "**Dues Renewal Invoice**" link on the right-hand side. If you prefer to mail us a check, attach the dues invoice. If you need assistance, please contact Silvia Smith at (310) 538-0233 ext. 120 or by email at smith@irwaonline.org.

As many employers continue to cut expenses, you may be faced with whether to pay dues out of your own pocket or letting your membership lapse altogether. We want to help. To discuss options for maintaining your membership in the coming year, please contact Bonnie Gray, IRWA's Assistant Controller - Member Services at 310-538-0233, ext. 134 or by email at gray@irwaonline.org.

Membership in IRWA demonstrates your continued commitment to success and uncompromising professionalism. We look forward to serving your membership needs in 2016.

Best Regards,

Wayne Goss

Wayne Goss, SR/WA, R/W-NAC
International President

INTERNATIONAL RIGHT OF WAY ASSOCIATION
19210 S. Vermont Ave., Building A, Suite 100, Gardena, CA 90248
Tel: (310) 538-0233 Fax: (310) 538-1471
www.irwaonline.org

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

THE STATE OF TEXAS
COUNTY OF HIDALGO

I, Jose A. Ochoa, Jr., do hereby state that membership in the TEXAS ASSOCIATION OF COUNTIES on behalf of Hidalgo County and dues to be paid to the association by Hidalgo County are necessary for the performance of official county business. I further state to the best of my knowledge and belief the following:

1. Membership in the association is for the betterment of county government and the benefit of all county officials;

2. The association is not affiliated with a labor organization;

3. Membership dues are not used by either the association or an employee of the association to directly or indirectly influence or attempt to influence the outcome of any legislation pending before the legislature, except that the association or an employee of the association may provide information for a member of the legislature or appear before a legislative committee at the request of the committee or member of the legislature; and

4. Neither the association nor an employee of the association directly or indirectly contributes any money, services, or other valuable thing to a political campaign or endorses a candidate or group of candidates for public office.

SIGNATURE: _____ DATE: 10-15-15
TITLE: General operations manager

Before me Jesus Maria Ozuna, a Notary Public, appeared Jose A. Ochoa, and on his/her oath deposed and stated that the facts as set forth in the above affidavit to be true and correct in every respect.

JESUS MARIA OZUNA NOTARY PUBLIC (SEAL) STATE OF TEXAS EXPIRES 2-27-2017

_____
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

AUTHORITY TO OBTAIN AFFIDAVIT:	LGC § 113.064(b)
AUTHORITY TO PAY MEMBERSHIP DUES:	LGC § 89.002

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

AI-51776 **Auditor's Office** **6. A.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Nereyda Gonzalez, AUDITOR'S OFFICE

Department: AUDITOR'S OFFICE

Information

CAPTION

Pursuant to Local Government Code Section 115.0035, requesting approval of the attached reports.

BACKGROUND

Fiscal Impact

Attachments

report

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/15/2015 09:54 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Nereyda Gonzalez Started On: 10/13/2015 04:49 PM

Final Approval Date: 10/16/2015

COUNTY of HIDALGO

COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

October 16, 2015

The Honorable Ramon Garcia
Hidalgo County Judge
302 W. University Drive
Edinburg, Texas 78539

Dear Judge Garcia:

Pursuant to Local Government Code Section 114.044 and/or Local Government Code Section 115.0035 (c), we are submitting for your review the following monthly reports and/or letters:

Department	Fees/Costs	Description
Mr. Juan Martinez, Fire Marshal	$ 11,832.50	Aug. 2015 Monthly Report/Letter
Mr. Eduardo Olivarez, Chief Administrator Officer Hidalgo County Health and Human Services Department	$ 27,305.00	Aug. 2015 Monthly Report/Letter
The Hon. A.C. Cuellar, Jr. Commissioner Precinct No. 1	$ 308.00	Aug. 2015 Monthly Report/Letter Delta Lake
The Hon. Eduardo Cantu, Commissioner Precinct No. 2	$ 5,200.00	Aug. 2015 Monthly Report/Letter Sanitation Program
The Hon. Joseph Palacios, Commissioner Precinct No. 4	$ 28,600.00	Aug. 2015 Monthly Report/Letter Sanitation Program
The Hon. Celestino Avila, Constable Pct. No. 1	$ 1,150.00	Aug. 2015 Monthly Report/Letter
The Hon. Martin Cantu, Constable Pct. No. 2	$ 1,030.00	Aug. 2015 Monthly Report/Letter
The Hon. Lazaro Gallardo, Jr., Constable Pct. No. 3	$ 13,820.00	Aug. 2015 Monthly Report/Letter

Department	Description
Mr. Jorge Arcaute, City Manager, City of Alton	City of Alton TIRZ No. 1 Report No. 2015-27
The Hon. Pablo Villarreal, Jr., RTA Hidalgo County Tax Assessor/Collector	Review of Delinquent Tax Attorney Payment Request – May 2015 Report No. 2015-59

Respectfully,

Ray Eufracio, CPA
Hidalgo County Auditor

Attachments

HIDALGO COUNTY FIRE MARSHAL MONTHLY REPORT
FOR THE MONTH OF AUGUST

DATE	APPLICANT NAME	RECEIPT NUMBER	Cash	Check	MO	TYPE OF SERVICE	TREASURER RECEIPT	AMOUNTS DUE TO COUNTY
08/03/15	DAVID COURTAWAY	11172	X			BURN PERMIT	189317	$25.00
08/04/15	A PLUS AUTO OUTLET	11173		X		BUSINESS OCCUPANCY	189318	$75.00
08/05/15	FELIPE VENTURA	11174	X			BURN PERMIT	189319	$25.00
08/05/15	JORGE GONZALEZ	11175		X		BURN PERMIT	189319	$25.00
08/05/15	PEDRO VENECIA JR.	11176	X			BURN PERMIT	189319	$25.00
08/05/15	PEDRO VENECIA JR.	11177	X			BURN PERMIT	189319	$25.00
08/05/15	ENEDELIA RIOJAS	11178		X		BURN PERMIT	189319	$25.00
08/05/15	ATANACIO VELASQUEZ	11179	X			BURN PERMIT	189319	$25.00
08/05/15	MARIA RODRIGUEZ	11180	X			BURN PERMIT	189319	$25.00
08/05/15	REYNALDO LLANES	11181	X			COMMERCIAL BURN PERMIT	189319	$100.00
08/05/15	JOSE CARRANZA	11182	X			BURN PERMIT	189319	$25.00
08/05/15	SONIA LONGORIA	11183		X		BURN PERMIT	189319	$25.00
08/05/15	RODRIGO GARZA EL PUNTO NARANJA TIRES & WHEELS	11184	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	ROSALINDA VELA LIBERTAD ADC	11185		X		BUSINESS OCCUPANCY	189319	$75.00
08/05/15	ELSA SALAZAR	11186	X			BURN PERMIT	189319	$25.00
08/05/15	ALICIA MARTINEZ FOSTER HOME	11187	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	MACARIO SAENZ MIS ANGELITOS DAY CARE	11188		X		BUSINESS OCCUPANCY	189319	$75.00
08/05/15	LUCIO JIMENEZ	11189	X			BURN PERMIT	189319	$25.00
08/05/15	JOSE HERNANDEZ	11190	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	DIANA PEREZ FOOD TRAILER	11191	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	RUBEN SALAZAR	11192	X			BURN PERMIT	189319	$25.00
08/05/15	ROBERTO CHAVEZ CHAVEZ SMALL ENGINE REPAIR	11193	X			BUSINESS OCCUPANCY	189319	$75.00

08/05/15	JUANA SOTO GUTIERREZ	11194		X		BURN PERMIT	189319	$25.00
08/05/15	RICHARD MARTINEZ	11195	X			BURN PERMIT	189319	$25.00
08/05/15	ROEL VILLARREAL RIO GRANDE VALLEY LOGISTICS LLC	11196	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	ALBERTO CANTU	11197		X		BURN PERMIT	189319	$25.00
08/05/15	LEONOR CANTU	11198	X			BURN PERMIT	189319	$25.00
08/05/15	JOAQUIN DAVILA	11199	X			BURN PERMIT	189319	$25.00
08/05/15	GILBERTO MALDONADO	11200		X		BURN PERMIT	189319	$25.00
08/05/15	BRIGITTE BORREGO VANITY NAILS & BEAUTY SALON	11201	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	RAFAEL GUERRA TAQUERIA LOS GIRASOLES	11202	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	LAURIANO BUZO	11203	X			BURN PERMIT	189319	$25.00
08/05/15	JOSE MOSQUEDA CHE	11204	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	ELOY CANTU POLLOS ASADOS	11205	X			BUILDING PERMIT	189319	$200.00
08/05/15	GRACIELA SILVA	11206	X			BURN PERMIT	189319	$25.00
08/05/15	MARIA MENDOZA RESTAURAN TIERRA CALENTE	11207	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	LAURA VASQUEZ TORTILLERIA VASQUEZ	11208	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	MARIA SALINAS ABC ACADEMY WORLD LEARNING CENTER	11209	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	VINCENT GERARD & ASSOC. CELL PHONE TOWER	11210		X		BUILDING PERMIT	189319	$200.00
08/05/15	ERNESTO REYES	11211	X			BURN PERMIT	189319	$25.00
08/05/15	OBED RIBERA	11212	X			BURN PERMIT	189319	$25.00
08/05/15	BELIA RODRIGUEZ	11213		X		BURN PERMIT	189319	$25.00
08/05/15	GERARDO VASQUEZ	11214		X		BURN PERMIT	189319	$25.00
08/05/15	JOSE PULIDO	11215	X			BURN PERMIT	189319	$25.00
08/05/15	NICOLAS GUTIERREZ	11216		X		BURN PERMIT	189319	$25.00
08/05/15	AMANDA ANN CANTU HANDY STOP	11217	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	FELIX TREVINO JR. DRIVE THRU	11218		X		BUILDING PERMIT	189319	$200.00

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08/05/15	ROSALINDA MENDEZ	11219		X		BURN PERMIT	189319	$25.00
08/05/15	ALFREDO GONZALEZ CAMINO A DIOS, MISSION DE IGLESIA DEL VALLE	11220	X			BUSINESS OCCUPANCY	189319	$75.00
08/05/15	GULF COAST CLAIMS SERVICE	11221		X		COPY OF INVESTIGATION REPORT	189319	$25.00
08/05/15	JOSE GUZMAN	11222	X			BURN PERMIT	189319	$25.00
08/05/15	MISSION REGIONAL MEDICAL CENTER	11223		X		BUSINESS OCCUPANCY	189319	$125.00
08/05/15	DIONICIO DEANDA	11224	X			BURN PERMIT	189319	$25.00
08/05/15	JOSE GUERRERO JR	11225	X			BURN PERMIT	189319	$25.00
08/10/15	IOC	11226		X		BUSINESS OCCUPANCY	189427	$75.00
08/10/15	JIBRAN GARZA TA BURRITO	11227	X			BUSINESS OCCUPANCY	189427	$75.00
08/11/15	ABEL H. LONORIA	11228		X		BURN PERMIT	189468	$25.00
08/12/15	RENE GUERRA	11229	X			BURN PERMIT (2)	189536	$50.00
08/12/15	JAVIER REYES JASSO	11230		X		BURN PERMIT	189536	$25.00
08/12/15	PETRA TORRES DE VALLIN	11231	X			BURN PERMIT	189536	$25.00
08/12/15	GRACIELA FLORES APARTMENTS	11232		X		BUSINESS OCCUPANCY	189536	$75.00
08/12/15	BEATRIZ GARZA B&N BEAUTY SALON	11233	X			BUSINESS OCCUPANCY	189536	$75.00
08/12/15	JOSE LUIS GONZALEZ EL NEGRO PIO	11234	X			BUSINESS OCCUPANCY	189536	$75.00
08/12/15	ANTONIO CABRERA FAMSA LOANS	11235		X		BUSINESS OCCUPANCY	189536	$75.00
08/12/15	OLGA MARTINEZ	11236	X			BURN PERMIT	189536	$25.00
08/12/15	MARIA SANCHEZ	11237	X			BURN PERMIT	189536	$25.00
08/12/15	MARIA ACOSTA D&R FASHION SNACKS & MORE	11238	X			BUSINESS OCCUPANCY	189536	$75.00
08/12/15	SEBASTIAN SAN JUANERO REYES	11239	X			BURN PERMIT	189536	$25.00
08/12/15	JUAN PEREZ	11240	X			BURN PERMIT	189536	$25.00
08/12/15	MARIA DE LOS A LOPEZ DE GARZA	11241	X			BURN PERMIT	189536	$25.00
08/12/15	GLORIA LUEVANO	11242	X			BURN PERMIT	189536	$25.00
08/12/15	PEDRO CASTILLO III	11243	X			BURN PERMIT	189536	$25.00

8/16

08/12/15	RAMIO VILLEGAS JR.	11244	X			BURN PERMIT	189536	$25.00
08/12/15	CESAR LOZANO WING STOP	11245		X		BUILDING PERMIT	189536	$200.00
08/12/15	GRACIELA CANTU APARTMENT	11246	X			BUSINESS OCCUPANCY	189536	$75.00
08/12/15	GUADALUPE REYNA	11247	X			BURN PERMIT	189536	$25.00
08/12/15	JOSE DANIEL CARBAJAL STARS	11248		X		BUSINESS OCCUPANCY	189536	$75.00
08/12/15	SADRUDDIN KAJANI AMCO AUTO INSURANCE	11249		X		BUSINESS OCCUPANCY	189536	$75.00
08/12/15	JESUS J. GARZA CHURCH	11250		X		BUILDING PERMIT	189536	$200.00
08/12/15	JUAN LOPEZ GAMEZ	11251		X		BURN PERMIT	189536	$25.00
08/12/15	AURELIO CHAVERO	11252	X			BURN PERMIT	189536	$25.00
08/12/15	JUAN CHAVEZ	11253	X			BURN PERMIT	189536	$25.00
08/12/15	EDUARDO COLUNGA THERAPY CORNER LLC	11254	X			BUSINESS OCCUPANCY	189536	$125.00
08/12/15	ALFREDO BARRERA	11255	X			BURN PERMIT	189536	$25.00
08/12/15	BALDEMAR SALAS	11256	X			BURN PERMIT	189536	$25.00
08/12/15	YESSICA ALVAREZ RODRIGUEZ JACKETS SNACK SHOP	11257	X			BUSINESS OCCUPANCY	189536	$75.00
08/12/15	REYES TREJO	11258	X			BURN PERMIT	189536	$25.00
08/12/15	JUAN REYES REYES TARPS	11259		X		BUILDING PERMIT	189536	$200.00
08/12/15	BLAINE RAE RILEY RIO FRESH	11260	X			BURN PERMIT	189536	$25.00
08/12/15	GABRIELLA HERRERA	11261	X			BURN PERMIT	189536	$25.00
08/12/15	VIVIANA RAMIREZ PEREZ WORK SHOP	11262	X			BUILDING PERMIT	189536	$200.00
08/12/15	JUAN L CANTU GARCIA	11263	X			BURN PERMIT	189536	$25.00
08/12/15	MARTIN TORRES	11264	X			BURN PERMIT	189536	$25.00
08/13/15	RUBEN ESPINOSA	11265		X		BURN PERMIT	189537	$25.00
08/13/15	LIBRADA SEPULVEDA	11266		X		BURN PERMIT	189537	$25.00
08/14/15	JESUS PEREZ	11267	X			BURN PERMIT	189701	$25.00
08/14/15	TOMMY JENDRUSCH	11268	X			BURN PERMIT	189701	$25.00

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08/17/15	VELI MARIE RAMOS	11269		X		BURN PERMIT	189702	$25.00
08/17/15	RIGO CHAVEZ	11270	X			BURN PERMIT	189702	$25.00
08/17/15	JULIO HERNANDEZ	11271	X			BURN PERMIT	189702	$25.00
08/17/15	RAMIRO GARCIA	11272	X			BURN PERMIT	189702	$25.00
08/18/15	FERNANDO TREVINO	11273	X			COPY OF INVESTIGATION REPORT	189704	$25.00
08/18/15	LORENA GARCIA THE CLINIC KNAPP MEDICAL	11274		X		BUSINESS OCCUPANCY	189704	$125.00
08/18/15	ELSA MEDICAL CLINIC	11275		X		BUSINESS OCCUPANCY	189704	$125.00
08/18/15	FRED LOYA INSURANCE	11276		X		BUSINESS OCCUPANCY	189704	$75.00
08/19/15	TERESO MORENO AUTO SHOP	11277		X		BUSINESS OCCUPANCY	189703	$75.00
08/19/15	JESUS JAUREGUI	11278	X			BURN PERMIT	189703	$25.00
08/19/15	TERESO MORENO T&O FARM & RANCH SUPPLY & COUNTRY STORE	11279		X		BUSINESS OCCUPANCY	189703	$75.00
08/19/15	FUAD TAJA LA VICTORIA GROCERY STORE	11280		X		BUSINESS OCCUPANCY	189703	$75.00
08/19/15	FERNANDO TREVINO FAMMA PALLETS	11281	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	JUAN LONGORIA MR. TACO	11282	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	MARY CAPETILLO ALL ABOUT KIDS LLC	11283	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	STRIPES LLC	11284			X	BUSINESS OCCUPANCY	189703	$75.00
08/19/15	STRIPES LLC	11285	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	STRIPES LLC	11286			X	BUSINESS OCCUPANCY	189703	$75.00
08/19/15	STRIPES LLC	11287			X	BUSINESS OCCUPANCY	189703	$75.00
08/19/15	RAUL BALDERAS	11288	X			BURN PERMIT (2)	189703	$50.00
08/19/15	ELMO PENALOZA RESTAURANT	11289	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	NORMA FLORES	11290	X			BURN PERMIT	189703	$25.00
08/19/15	HOMERO CARRERA HIDALGO COUNTY HEAD START	11291		X		BUSINESS OCCUPANCY	189703	$75.00
08/19/15	ERNESTO GARCIA	11292	X			BURN PERMIT	189703	$25.00
08/19/15	JOSE GARCIA	11293	X			BURN PERMIT	189703	$25.00

08/19/15	NOEMI PINEDA LA CASCADA CARWASH	11294	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	VELMA OLIVAREZ LEE'S CLUB	11295		X		BUSINESS OCCUPANCY	189703	$75.00
08/19/15	OVIDIO SEGOVIA TRANSMISSION SHOP	11296	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	RAQUEL ALANIZ	11297	X			BURN PERMIT	189703	$25.00
08/19/15	OFELIA HERNANDEZ DENTAL OFFICE	11298			X	BUSINESS OCCUPANCY	189703	$125.00
08/19/15	PABLO J. OLVERA	11299	X			BURN PERMIT	189703	$25.00
08/19/15	GREGORIO GUTIERREZ	11300	X			BURN PERMIT	189703	$25.00
08/19/15	LETICIA RAMIREZ	11301	X			OCCUPANCY REINSPECTION	189703	$35.00
08/19/15	PABLO RODRIGUEZ	11302	X			BURN PERMIT	189703	$25.00
08/19/15	RICARDO GARZA POKAR DE ACES	11303	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	JOSE MOSQUEDA HOT DOG "CHE"	11304	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	JUAN VILLESCAS (ESTER ARTEAGA) SHORTY'S QUICK STOP	11305	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	MARIA MORALES	11306	X			BURN PERMIT	189703	$25.00
08/19/15	RUFINA CASTRO TEMPLO SHADAI	11307		X		BUSINESS OCCUPANCY	189703	$75.00
08/19/15	ELIZABETH MORA TIFFANY'S SOCIAL EVENTS	11308		X		BUSINESS OCCUPANCY	189703	$75.00
08/19/15	RODOLFO SANCHEZ	11309		X		BURN PERMIT	189703	$25.00
08/19/15	RIGOBERTO SALINAS	11310	X			BURN PERMIT	189703	$25.00
08/19/15	VOID	11311				VOID	189703	$0.00
08/19/15	BLANCA E. BENAVIDES	11312	X			BURN PERMIT	189703	$25.00
08/19/15	EVA RIOS FAST TRACK #2	11313	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	EVA RIOS FAST TRACK #4	11314	X			BUSINESS OCCUPANCY	189703	$75.00
08/19/15	EDITH HERNANDEZ	11315		X		BURN PERMIT	189703	$25.00
08/19/15	MORDECHAY GALILA 5TH AVE. HAIR & BEAUTY SALON	11316		X		BUSINESS OCCUPANCY	189703	$75.00
08/19/15	MARIA ALICIA GARCIA	11317		X		BURN PERMIT	189703	$25.00
08/19/15	BILL BAKER	11318	X			BURN PERMIT	189703	$25.00

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08/19/15	MAGDALENA MARTINEZ	11319	X			BURN PERMIT	189703	$25.00
08/20/15	JESUS JIMENEZ	11320	X			BURN PERMIT	189766	$25.00
08/20/15	ROEL RIOS	11321	X			BURN PERMIT	189766	$25.00
08/21/15	PORFIRIO GONZALEZ	11322	X			BURN PERMIT	189767	$25.00
08/21/15	HECTOR IZAGUIRRE SYNERGY RGV LLC	11323	X			BUSINESS OCCUPANCY	189767	$75.00
08/21/15	FIRE BOSS INC. PENITAS WINGSTOP	11324		X		FIRE PROTECTION SYSTEM	189767	$100.00
08/24/15	CHRISTOPHER NAVA	11325	X			BURN PERMIT	189837	$25.00
08/24/15	HORACIO LOZANO	11326	X			BURN PERMIT	189837	$25.00
08/24/15	MAYRA CANTU LUCKY 7	11327	X			BUSINESS OCCUPANCY	189837	$75.00
08/24/15	MARIA ALANIS 3 DAIMANDS	11328	X			BUSINESS OCCUPANCY	189837	$75.00
08/25/15	PRONTO INSURANCE	11329		X		BUSINESS OCCUPANCY	189838	$75.00
08/25/15	GABRIEL TOVAR TOVAR FINANCIAL GROUP	11330		X		BUSINESS OCCUPANCY	189838	$75.00
08/25/15	JOSE E LUGO	11331	X			BURN PERMIT	189838	$25.00
08/26/15	ANASTACIO FARIAS	11332		X		BURN PERMIT	189839	$25.00
08/26/15	RUBEN VELA EL BARCO DE VELA MARISCOS & MORE RESTAURANT	11333	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	GUADALUPE VASQUEZ BARNYARD BUDDIES	11334		X		BUSINESS OCCUPANCY	189839	$75.00
08/26/15	GARRETT EDWARDS	11335	X			BURN PERMIT (2)	189839	$50.00
08/26/15	EDMUNDO ORTA RE OPEN EXISTING BAR	11336	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	SILVIA FIGUEROA NOBLE FINANCE	11337		X		BUSINESS OCCUPANCY	189839	$75.00
08/26/15	OSCAR GARZA	11338		X		BURN PERMIT (2)	189839	$50.00
08/26/15	ROBERTO VALDES PLAZA	11339	X			BUILDING PERMIT	189839	$200.00
08/26/15	RUBEN QUINTERO	11340	X			BURN PERMIT (2)	189839	$50.00
08/26/15	JOSE DIAZ	11341	X			BURN PERMIT	189839	$25.00
08/26/15	ENRIQUE HERNANDEZ	11342	X			BURN PERMIT	189839	$25.00
08/26/15	DANIEL RODRIGUEZ EL DISCO SMOKE SHOP	11343	X			BUSINESS OCCUPANCY	189839	$75.00

08/26/15	JOSE GRIMALDO BELTRAN	11344	X			BURN PERMIT	189839	$25.00
08/26/15	HECTOR LOYA	11345	X			BURN PERMIT	189839	$25.00
08/26/15	ALVARO SALINAS	11346	X			BURN PERMIT	189839	$25.00
08/26/15	JOSE JUAREZ	11347	X			BURN PERMIT	189839	$25.00
08/26/15	MARIA DEL ROSARIO MIRELES TORTILLERIA DON BETO #2	11348	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	GUILLERMO MORALES AURORA RESTAURANT	11349	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	CENOBIO LEAL	11350	X			BURN PERMIT	189839	$25.00
08/26/15	CHRISTINA CAMPOS MI RANCHITO ADULT DAYCARE	11351		X		BUSINESS OCCUPANCY	189839	$75.00
08/26/15	ELIZABETH GARZA	11352	X			BURN PERMIT	189839	$25.00
08/26/15	RAUL RUIZ	11353	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	JUAN HERNANDEZ	11354	X			BURN PERMIT	189839	$25.00
08/26/15	SANTIAGO MENDOZA TAQUERIA DE LA TORRE	11355	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	EDWARD COTTRELL	11356		X		BURN PERMIT	189839	$25.00
08/26/15	CARMEN LUCIO RAMIREZ	11357	X			BURN PERMIT	189839	$25.00
08/26/15	MONESEIS CASTILLO JR	11358	X			BURN PERMIT	189839	$25.00
08/26/15	ANGEL DURAN HOT DOG CART	11359	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	MARTINA MORA	11360	X			BURN PERMIT	189839	$25.00
08/26/15	ALICIA ANAYA CLUB ESTRELLA	11361	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	JESUS POMPA JR J & M WIRELESS #2	11362		X		BUSINESS OCCUPANCY	189839	$75.00
08/26/15	FELISITAS PEREZ	11363	X			COMMERCIAL BURN PERMIT	189839	$100.00
08/26/15	ALICIA BECERRA HIDALGO CO HEAD START (MONTE ALTO)	11364		X		BUSINESS OCCUPANCY	189839	$75.00
08/26/15	ALICIA BECERRA	11365	X			BURN PERMIT	189839	$25.00
08/26/15	REYNALDO GARZA	11366	X			BURN PERMIT	189839	$25.00
08/26/15	PRISCILLA PENA	11367		X		BURN PERMIT	189839	$25.00
08/26/15	HIDALGO CO HEAD START PROGRESO HEAD START	11368		X		DAY CARE OCCUPANCY	189839	$75.00

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08/26/15	EDUARDO GARZA	11369	X			BURN PERMIT	189839	$25.00
08/26/15	ERNESTINA TORRES SANTOS COSTA ESMERALDA	11370	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	MARIA MIRANDA	11371	X			BURN PERMIT	189839	$25.00
08/26/15	ROSALINDA VILLA HOT DOG CART	11372	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	EDUARDO RAMIREZ SMALL OFFICE SPACE	11373	X			BUSINESS OCCUPANCY	189839	$75.00
08/26/15	JESUS MENDOZA MENDOZA RASPA	11374	X			BUILDING PERMIT	189839	$200.00
08/26/15	ALBERTO SEGURA	11375	X			BURN PERMIT	189839	$25.00
08/27/15	JUAN CURIEL	11376	X			BURN PERMIT	190028	$25.00
08/27/15	RAUL R RAMOS	11377	X			BURN PERMIT	190028	$25.00
08/27/15	EDWARD GUELKER	11378	X			BURN PERMIT	190028	$25.00
08/27/15	BERTHA MENDEZ DOS TRAGOS BAR	11379	X			BUSINESS OCCUPANCY	190028	$75.00
08/27/15	FIRE BOSS INC. PENITAS WINGSTOP	11380		X		FIRE PROTECTION SYSTEM	190028	$50.00
08/27/15	WFL FAMILY LIMITED LEOS FOOD MART #2	11381		X		BUSINESS OCCUPANCY	190028	$75.00
08/27/15	JAVIER PECINA	11382		X		BURN PERMIT	190028	$25.00
08/31/15	STEVE MILLER	11383	X			BURN PERMIT	190031	$25.00
08/31/15	SYLVIA CARREON LITTLE JACKETS	11384		X		BUSINESS OCCUPANCY	190031	$75.00
08/31/15	DAVID MONTEMAYOR	11385		X		BURN PERMIT	190031	$25.00
08/31/15	ADRIAN GARCIA PROGRESO PUBLIC SAFETY BLDG	11386		X		FIRE ALARM SYSTEM PERMIT	190031	$122.50
08/31/15	ALBERTO CHAPA	11387	X			BURN PERMIT	190031	$25.00
							Grand Total	$11,832.50

This report has been personally reviewed by me and I certify the above to be true and correct to the best of my knowledge.

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Approved by: _____ 9/2/15 Prepared by: Elizabeth Castro 09/01/15

Fire Marshal — Date — Administrative Assistant — Date

Print Name: JUAN MARTINEZ

Print Name: ELIZABETH CASTRO

This report is due in the Office of the County Auditor on or before the fifth (5th) business day after the end of the month.

HIDALGO COUNTY AUDITOR'S OFFICE
APPROVED BY: [illegible]
DATE: 9/11/15 9/2/15

X1h

COUNTY of HIDALGO
HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

October 2, 2015

Mr. Juan Martinez
Hidalgo County Fire Marshal
1124 N. M Road
Edinburg, Texas 78539

Re: Review of *Monthly Fees Report* and Supporting Documentation
For the month of August 2015

Dear Mr. Martinez:

We have conducted a limited scope review of the *Monthly Fees Report* and supporting documentation for the month of August 2015 pursuant to Local Government Code §115.002 (a) and (b). The objective of the review was to determine if fees collected were properly accounted and reported.

Scope and Methodology:
The scope of our review was limited to collections reported by the Fire Marshal's Office on the *Monthly Fees Report* for the month of August 2015. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvement could be made.

The responsibility for establishing and maintaining a sound internal control system rests with management. The objectives of an internal control system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or theft, and that transactions are executed in accordance with management's authorization and recorded properly.

The purpose of this report is to furnish management independent, objective analyses, recommendations, and information concerning the area reviewed. The report should serve as a tool to help management discern and implement specific improvements.

Methodology:
In planning and performing our review, we reviewed applicable statutes, the *Monthly Fees Report*, and fee schedules. The following procedures were performed:

- Reviewed the submittal date of the *Monthly Fees Report* to the County Auditor's Office to determine if the report and supporting documentation were received within five days after the last day of the month pursuant to Local Government Code §114.001 (b).
- Verified the signature on the *Monthly Fees Report* to ensure that the report was signed by an authorized signatory as documented on the "Authorized Signatories Form."
- Verified the mathematical accuracy of the *Monthly Fees Report* by footing and cross-footing the report.
- Reviewed receipts issued to determine if proper fee amounts were collected and reported.
- Verified receipts issued followed a sequential order.
- Verified that procedures for voided receipts were properly followed.

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92ND D.C. | RODOLFO DELGADO JUDGE, 93RD D.C. | J. R. "BOBBY" FLORES JUDGE, 139TH D.C. | ROSE GUERRA REYNA JUDGE, 206TH D.C. | JUAN R. PARTIDA JUDGE, 275TH D.C. | MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C. | NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER | LETICIA LOPEZ JUDGE, 389TH D.C. | AIDA SALINAS FLORES JUDGE, 398TH D.C. | ISRAEL RAMON, JR. JUDGE, 430TH D.C. | JESSE CONTRERAS JUDGE, 449TH D.C.

- Reviewed *Daily Remittance* to determine whether fees collected were properly accounted and deposited with the County Treasurer on or before the fifth day after the day on which the funds were received.
- Verified that the collections per the *Monthly Fees Report* agreed to total receipts issued and the deposits made with the County Treasurer.
- Reviewed receipts issued, *Daily Remittance,* and *Monthly Fees Report* to verify proper completion.

Conclusion:
Total collections for the month of August 2015 were $11,832.50. Based on the results of our review, we have concluded that generally fees collected were properly accounted and reported.

If you should have any questions, please do not hesitate to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, Arcy B. Duran, CPA, Director of Audit, at ext. 4645 or me at ext. 4604.

Respectfully,

Ray Eufracio, CPA
County Auditor

cc: Valde Guerra, County Executive Officer

HIDALGO COUNTY HEALTH DEPARTMENT
ENVIRONMENTAL HEALTH DIVISION
MONTHLY FEES REPORT
FOR THE MONTH OF: AUGUST 2015

PBC

Part I: RECAP OF COLLECTIONS

A. TOTAL CASH COLLECTED — $27,305.00

1. ON-SITE SEWAGE DISPOSAL INSPECTION PERMIT FEES
   a. INSTALLATION PERMIT FEE
      1. EDINBURG — $3,740.00 X14
      2. MISSION — $-
      3. WESLACO — $-

      $3,740.00 X14

   b. FINAL INSPECTION PERMIT FEE
      1. EDINBURG — $2,640.00 X14
      2. MISSION — $-
      3. WESLACO — $-

      $2,640.00 X4, X10

2. RESTAURANT INSPECTION FEE — $15,125.00 X13
3. FOOD HANDLER'S CERTIFICATE FEES — $5,800.00 X13
4. MOBILE UNIT DECAL FEES — $-

X13-X14

TOTAL AMOUNT DUE TO THE COUNTY TREASURER: (Should Match Amt in Part II) — $27,305.00

Part II: SUMMARY OF COLLECTIONS REMITTED TO THE CO. TREASURER

Name of Fee Collected	Fee Amt.	Statute Ref.	# Issued	GL Account Number	Amount Collected
LOCAL FEES					
Installation Permit Fee	$75	HSC § 366.001 (A)	44 X7	1100-345-21-340-000-0-000	$3,300.00 X7, X8
Final Inspection Permit Fee	$60	HSC § 366.001 (A)	44 X10	1100-345-25-340-000-0-000	$2,640.00 X10, X11
Restaurant Inspection Fee	$150, $125, $100	HSC § 437.012	153 X3	1100-345-22-340-000-0-000	$15,125.00 X3, X4
Food Handler's Certificate Fee	$10	HSC § 438.047	X1290 X5	1100-345-23-340-001-0-000	$5,800.00 X5, X3
Mobile Unit Decal Fee	$5	HSC § 121.006 (a)	0	1100-345-24-340-000-0-000	$-
STATE FEES					
TCEQ Waste Water Fee	$10	HSC § 367.010	44 X7	1100-207-20-000-002-0-000	$440.00 X7, X9
TOTAL AMOUNT DUE TO THE COUNTY TREASURER:					$27,305.00 X13-X14
				variance should => "0"	-

RECEIVED BY COUNTY AUDITOR SEP 28 PM 4:27

Mylead — PREPARED BY — 9/28/15 — DATE

THIS REPORT HAS BEEN PERSONALLY REVIEWED BY ME & I CERTIFY IT TO BE TRUE & CORRECT TO THE BEST OF MY KNOWLEDGE.

9-28-15 — DATE

Roberto Serna — HEALTH DEPARTMENT DIRECTOR

This Report is Due in the Office of the County Auditor before the (5th) workday of the following month

HIDALGO COUNTY AUDITOR'S OFFICE
APPROVED BY: BMO
DATE: 9/28/15 10/2/15

Revised

COUNTY of HIDALGO

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

October 2, 2015

Mr. Eduardo Olivarez
Chief Administrative Officer
Hidalgo County Heath & Human Services Department
1304 S. 25th Street
Edinburg, Texas 78539

Re: Review of the *Monthly Fees Report* and Supporting Documentation
For the month of August 2015

Dear Mr. Olivarez:

We have conducted a limited scope review of the Environmental Health Division *Monthly Fees Report* and supporting documentation for the month of August 2015 pursuant to Local Government Code §115.002 (a) and (b). The objective of the review was to determine if fees collected were properly accounted and reported.

Scope:
The scope of our review was limited to collections reported by your office on the Environmental Health Division *Monthly Fees Report* for the month of August 2015. Our review was not intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvements could be made.

The responsibility for establishing and maintaining a sound internal control system rests with management. The objectives of an internal control system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or theft, and that transactions are executed in accordance with management's authorization and recorded properly.

The purpose of this report is to furnish management independent, objective analyses, recommendations, and information concerning the area reviewed. The report should serve as a tool to help management discern and implement specific improvements.

Methodology:
In planning and performing our review, we reviewed applicable statutes, the *Monthly Fees Report*, and fee schedules. The following procedures were performed:

- Reviewed the submittal dates of the *Monthly Fees Report* to the County Auditor's Office to determine if the reports and supporting documentation were received within five days after the last day of the month pursuant to Local Government Code §114.001(b).
- Verified the signature on the *Monthly Fees Report* to ensure that the report was signed by an authorized signatory as documented on the "Authorized Signatories Form."
- Verified the mathematical accuracy of the *Monthly Fees Report* by footing and cross-footing the report.
- Reviewed receipts issued to determine if proper fee amounts were collected and reported.
- Verified that receipts followed sequential order.
- Verified that procedures for voided receipts were properly followed.

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92ND D C | RODOLFO DELGADO JUDGE, 93RD D C | J. R. "BOBBY" FLORES JUDGE, 139TH D C | ROSE GUERRA REYNA JUDGE, 206TH D C | JUAN R. PARTIDA JUDGE, 275TH D C | MARIO E. RAMIREZ, JR. JUDGE, 332ND D C | NOE GONZALEZ JUDGE, 370TH D C OVERSEER | LETICIA LOPEZ JUDGE, 389TH D C | AIDA SALINAS FLORES JUDGE, 398TH D C | ISRAEL RAMON, JR. JUDGE, 430TH D C | JESSE CONTRERAS JUDGE, 449TH D C

- Reviewed *Daily Remittance/Close-Out Reports* to determine whether fees collected were properly accounted and deposited with the County Treasurer on or before the fifth day after the day on which the funds were received.
- Verified that the collections per the *Monthly Fees Report* agreed to total receipts issued and the deposits made with the County Treasurer.
- Reviewed receipts issued, *Daily Remittance/Close-Out Reports,* and the *Monthly Fees Report*, among other supporting documentation, to verify proper completion.

Conclusion:
Total collections for the month of August 2015 were $27,305.00. Based on the results of our review, we have concluded that fees collected were properly accounted and reported.

If you should have any questions, please do not hesitate to contact Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, Arcy B. Duran, CPA, Director of Audit, at ext. 4645, or me at ext. 4604.

Respectfully,

Ray Eufracio, CPA
County Auditor

cc: Valde Guerra, County Executive Officer
Elizardo Ramos, Environmental Health Services Division Manager

HIDALGO COUNTY, TEXAS
DELTA LAKE PARK, PRECINCT 1
MONTHLY REPORT FOR THE MONTH ENDING
August 2015

PBC

	DATE	BEGINNING RECEIPT NUMBER	ENDING RECEIPT NUMBER	TOTAL RECEIPTS ISSUED	TOTAL RECEIPT AMOUNT	COUNTY TREASURER DEPOSIT AMOUNT	COUNTY TREASURER DATE OF DEPOSIT	COUNTY TREASURER RECEIPT NUMBER	DEPOSIT SLIP NUMBER
1	8/1/2015				$ -	$ -			211 0
2	8/2/2015 ✓	312982	312998	17	$ 34.00	$ 34.00	8/3/2015	189538	211 02454
3	8/3/2015				$ -	$ -			211 0
4	8/4/2015				$ -	$ -			211 0
5	8/5/2015				$ -	$ -			211 0
6	8/6/2015				$ -	$ -			211 0
7	8/7/2015				$ -	$ -			211 0
8	8/8/2015				$ -	$ -			211 0
9	8/9/2015 ✓	312999	313036	38	$ 76.00	$ 76.00	8/12/2015	189539	211 02455
10	8/10/2015				$ -	$ -			211 0
11	8/11/2015				$ -	$ -			211 0
12	8/12/2015				$ -	$ -			211 0
13	8/13/2015				$ -	$ -			211 0
14	8/14/2015				$ -	$ -			211 0
15	8/15/2015				$ -	$ -			211 0
16	8/16/2015 ✓	313037	313064	28	$ 56.00	$ 56.00	8/17/2015	190105	211 02456
17	8/17/2015				$ -	$ -			211 0
18	8/18/2015				$ -	$ -			211 0
19	8/19/2015				$ -	$ -			211 0
20	8/20/2015				$ -	$ -			211 0
21	8/21/2015				$ -	$ -			211 0
22	8/22/2015				$ -	$ -			211 0
23	8/23/2015 ✓	313065	313104	40	$ 80.00	$ 80.00	8/24/2015	190106	211 02457
24	8/24/2015				$ -	$ -			211 0
25	8/25/2015				$ -	$ -			211 0
26	8/26/2015				$ -	$ -			211 0
27	8/27/2015				$ -	$ -			211 0
28	8/28/2015				$ -	$ -			211 0
29	8/29/2015				$ -	$ -			211 0
30	8/30/2015 ✓	313105	313135	31	$ 62.00	$ 62.00	9/1/2015	190107	211 02458
31	8/31/2015				$ -				211
				154	$ 308.00	$308.00			

TOTAL RECEIPTS AND FUNDS COLLECTED: 154 x $2.00 $ 308.00 X33

TOTAL AMOUNT DUE TO GENERAL FUND------**1100-347-40-121-000-0-000**---------- $ 308.00
LESS: TOTAL AMOUNTS REMITTED TO GENERAL FUND---------- $ 308.00
TOTAL FUNDS DUE TO THE COUNTY TREASURER---------- $ -

PREPARED BY: Melissa I. Cantu DATE:. 9/10/15

THIS REPORT HAS BEEN PERSONALLY REVIEWED BY ME AND I CERTIFY IT TO BE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

A.C. Cuellar, Jr.
COMMISSIONER PRCT NO. 1

HIDALGO COUNTY AUDITOR'S OFFICE
APPROVED BY: Bmo
DATE: 9/15/15 10/2/15

9-10-15
DATE

THIS REPORT IS DUE IN THE OFFICE OF THE COUNTY AUDITOR BEFORE THE FIFTH (5TH) WORKING DAY OF THE FOLLOWING MONTH.

COUNTY AUDITOR'S FORM: RE-PCT.#1-002 REVISED:7/08

X1

COUNTY of HIDALGO

EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor

October 5, 2015

Honorable A.C. Cuellar, Jr.
Hidalgo County Commissioner Pct. No. 1
1902 Joe Stephens Suite 101
Weslaco, Texas 78596

Re: Review of Delta Lake *Monthly Fees Report* and Supporting Documentation
For the month of August 2015

Dear Commissioner Cuellar:

We conducted a limited scope review of the Delta Lake *Monthly Fees Report* and all supporting documentation for the month of August 2015 pursuant to Local Government Code §115.002 (a), and §115.002 (b). The objective of the review was to determine if fees collected were properly accounted and reported.

Scope:
The scope of our review was limited to collections reported on the *Monthly Fees Report* for the month of August 2015. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvement could be made.

The responsibility for establishing and maintaining a sound internal control system rests with management. The objectives of an internal control system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or theft, and that transactions are executed in accordance with management's authorization and recorded properly.

The purpose of this report is to furnish management independent, objective analyses, recommendations, and information concerning the area reviewed. The report should serve as a tool to help management discern and implement specific improvements.

Methodology:
In planning and performing our review, we reviewed applicable statutes and fee schedules. The following procedures were performed:

- Reviewed the submittal date of the *Monthly Report* and applicable supporting documentation to the County Auditor's Office to determine if the report and applicable supporting documentation were received within five days after the last day of the month pursuant to Local Government Code §114.001 (b).
- Verified the signature on the *Monthly Report* to ensure that the report was signed by an authorized signatory as documented on the "Authorized Signatories Form."
- Verified the mathematical accuracy of the *Monthly Report* by footing and cross-footing the report.
- Reviewed tickets issued to determine if proper fee amounts were collected and reported.
- Verified tickets issued followed a sequential order.
- Verified that procedures for voided tickets were properly followed.

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92ND D.C. | RODOLFO DELGADO JUDGE, 93RD D.C. | J. R. "BOBBY" FLORES JUDGE, 139TH D.C. | ROSE GUERRA REYNA JUDGE, 206TH D.C. | JUAN R. PARTIDA JUDGE, 275TH D.C. | MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C. | NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER | LETICIA LOPEZ JUDGE, 389TH D.C. | AIDA SALINAS FLORES JUDGE, 398TH D.C. | ISRAEL RAMON, JR. JUDGE, 430TH D.C. | JESSE CONTRERAS JUDGE, 449TH D.C.

- Reviewed *Cashier's Daily Close-Out Reports/Daily Remittance Forms (Close-Out Report)* to determine whether fees collected were properly accounted & deposited with the County Treasurer on a daily basis.
- Verified that the collections per the *Monthly Report* agreed to total tickets issued and the deposits made with the County Treasurer.
- Verified the *Close-Out Report Forms* and *Monthly Fees Report* were properly completed.

Conclusion:
Total collections for the month of August 2015 were $308.00. Based on the results of our review, we have concluded that fees collected were generally properly accounted and reported; however, the system of internal controls for the collection and safeguarding of cash requires improvement as noted in the following observation.

Observation No. 1:
According to the Delta Lake Park staff, effective July 21, 2012, the park entrance fee from Monday through Saturday is waived. The park entrance fee is only collected on Sundays.

Local Government Code Sec. 316.001(4) states "the commissioners court of a county may set and collect fees for admission to a county park, if approved by a majority of the qualified voters of the county voting on the issue at a referendum election, which the commissioners court may order and hold for that purpose. Local Government Code Sec.316.004 further states that "the commissioners court may set and collect the fees in different amounts or may waive the fees in consideration of the following factors: (1) the time of the day at which or the day of the week on which a facility or service is used; (2) the size of a group wishing to use a facility or service; (3) the special circumstances of certain classes of persons, including elderly persons and indigent persons; or (4) other factors that the court considers to justify a different fee or the waiver of a fee".

Commissioner's Court approval to waive the park entrance fee was not obtained.

Recommendation:
Commissioners Court approval to waive the park entrance fee should be obtained.

Please provide a written management response to the observation noted above by October 9, 2015.

If you should have any questions or would like to schedule a meeting to discuss this report, please do not hesitate to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

Ray Eufracio, CPA
County Auditor

cc: Valde Guerra, County Executive Officer

PBC

COUNTY OF HIDALGO, TEXAS
SCHEDULE OF RECIPTS AND DEPOSITS FOR THE MONTH OF: Aug-15
PRECINCT 2, SANITATION PROGRAM

	Receipt Date	Receipt # Sequence BEG #	Receipt # Sequence END #	Total Collected	Credit Card Amount (Direct Deposit)	LONE STAR NATIONAL BANK Deposit Amount	Date of Deposit	Deposit Slip Number	COUNTY TREASURER Receipt Date	Receipt Number	Diff on Dates	OVER/ (SHORT)
1	1-Aug	CLOSED						222			0	$ -
2	2-Aug	CLOSED						222			0	$ -
3	3-Aug	222-01651	222-01666	$ 525.00	$ -	$ 525.00	8/3/2015	222 00152	8/4/2015	189243	-1	$ -
4	4-Aug	222-01667	222-01677	$ 450.00	$ 100.00	$ 350.00	8/4/2015	222 00153	8/5/2015	189296	-1	$ -
5	5-Aug	222-01678	222-01679	$ 50.00	$ -	$ 50.00	8/5/2015	222 00154	8/7/2015	189356	-2	$ -
6	6-Aug	222-01680	222-01686	$ 175.00	$ 25.00	$ 150.00	8/6/2015	222 00155	8/13/2015	189505	-7	$ -
7	7-Aug	222-01687	222-01694	$ 200.00	$ -	$ 200.00	8/7/2015	222 00156	8/13/2015	189507	-6	$ -
8	8-Aug	CLOSED						222			0	$ -
9	9-Aug	CLOSED						222			0	$ -
10	10-Aug	222-01695	222-01699	$ 200.00	$ 25.00	$ 175.00	8/10/2015	222 00157	8/13/2015	189508	-3	$ -
11	11-Aug	222-01700	222-01710	$ 375.00	$ 25.00	$ 350.00	8/11/2015	222 00158	8/13/2015	189509	-2	$ -
12	12-Aug	222-01711	222-01717	$ 225.00	$ 25.00	$ 200.00	8/12/2015	222 00159	8/17/2015	189598	-5	$ -
13	13-Aug	222-01718	222-01727	$ 350.00	$ 125.00	$ 225.00	8/13/2015	222 00160	8/17/2015	189599	-4	$ -
14	14-Aug	222-01728	222-01734	$ 175.00	$ 25.00	$ 150.00	8/14/2015	222 00161	8/17/2015	189606	-3	$ -
15	15-Aug	CLOSED						222			0	$ -
16	16-Aug	CLOSED						222			0	$ -
17	17-Aug	222-01735	222-01746	$ 350.00	$ -	$ 350.00	8/17/2015	222 00162	8/24/2015	189752	-7	$ -
18	18-Aug	222-01747	222-01752	$ 250.00	$ 25.00	$ 225.00	8/18/2015	222 00163	8/24/2015	189753	-6	$ -
19	19-Aug	222-01753	222-01757	$ 125.00	$ -	$ 125.00	8/19/2015	222 00164	8/24/2015	189772	-5	$ -
20	20-Aug	222-01758	222-01764	$ 200.00	$ 25.00	$ 175.00	8/20/2015	222 00165	8/24/2015	189773	-4	$ -
21	21-Aug	222-01765	222-01774	$ 275.00	$ 50.00	$ 225.00	8/21/2015	222 00166	8/24/2015	189774	-3	$ -
22	22-Aug	CLOSED						222			0	$ -
23	23-Aug	CLOSED						222			0	$ -
24	24-Aug	222-01775	222-01781	$ 175.00	$ -	$ 175.00	8/24/2015	222 00167	8/27/2015	189856	-3	$ -
	25-Aug	222-01782	222-01789	$ 300.00	$ -	$ 300.00	8/25/2015	222 00168	8/27/2015	189858	-2	$ -
	26-Aug	222-01790	222-01794	$ 150.00	$ 50.00	$ 100.00	8/26/2015	222 00169	8/28/2015	189938	-2	$ -
26	27-Aug	222-01795	222-01801	$ 200.00	$ -	$ 200.00	8/27/2015	222 00170	9/2/2015	190076	-6	$ -
27	28-Aug	222-01802	222-01809	$ 250.00	$ 75.00	$ 175.00	8/28/2015	222 00171	9/2/2015	190077	-5	$ -
29	29-Aug	CLOSED						222			0	$ -
30	30-Aug	CLOSED						222			0	$ -
31	31-Aug	222-01810	222-01817	$ 200.00	$ -	$ 200.00	8/31/2015	222 00172	9/15/2015	190485	-15	$ -
		TOTALS		$ 5,200.00	$ 575.00	$ 4,625.00						$ -

TOTAL AMOUNT DUE TO GENERAL FUND---------1100-322-70-122-000-0-000----------	$ 5,200.00
LESS: TOTAL AMOUNT REMITTED TO GENERAL FUND (DIRECT DEPOSIT)----------	$ 575.00
TOTAL FUNDS DUE TO THE COUNTY TREASURER----------	$ 4,625.00

PREPARED BY: Belinda M

THIS REPORT HAS BEEN PERSONALLY REVIEWED BY ME AND I CERTIFY IT TO BE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

APPROVED BY

9/18/15
DATE

THIS REPORT IS DUE IN THE OFFICE OF THE COUNTY AUDITOR BEFORE THE FIFTH (5TH) WORKING DAY OF THE FOLLOWING MONTH

COUNTY AUDITOR'S FORM RE-PCT 2-005 REVISED 12/2014

2015 SEP 22 PM 10 22
COUNTY AUDITOR

HIDALGO COUNTY AUDITOR'S OFFICE
APPROVED BY:
DATE: 9/23/15 & 10/1/15

X1

COUNTY of HIDALGO

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

October 2, 2015

The Honorable Eduardo Cantu, Commissioner
Hidalgo County Precinct No. 2
300 W. Hall Acres Suite G
Pharr, Texas 78577

Re: Review of the Precinct 2 Sanitation Program *Monthly Fees Report* and Supporting Documentation For the month of August 2015

Dear Commissioner Cantu:

We conducted a limited scope review of the Precinct 2 Sanitation Program *Monthly Fees Report* and all supporting documentation for the month August 2015 pursuant to Local Government Code §115.002 (a), and §115.002 (b). The objective of the review was to determine if fees collected were properly accounted and reported.

Scope:
The scope of our review was limited to collections reported on the *Monthly Fees Report* for the month of August 2015. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvement could be made.

The responsibility for establishing and maintaining a sound internal control system rests with management. The objectives of an internal control system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or theft, and that transactions are executed in accordance with management's authorization and recorded properly.

The purpose of this report is to furnish management independent, objective analyses, recommendations, and information concerning the area reviewed. The report should serve as a tool to help management discern and implement specific improvements.

Methodology:
In planning and performing our review, we reviewed applicable statutes and fee schedules. The following procedures were performed:

- Reviewed the submittal dates of the *Monthly Fees Report* and applicable supporting documentation to the County Auditor's Office to determine if the reports and applicable supporting documentation were received within five days after the last day of the month pursuant to Local Government Code §114.001 (b).
- Verified the signature on the *Monthly Fees Report* to ensure that the reports were signed by an authorized signatory as documented on the "Authorized Signatories Form."
- Verified the mathematical accuracy of the *Monthly Fees Report* by footing and cross-footing the report.
- Reviewed receipts issued to determine if proper fee amounts were collected and reported.
- Verified that receipts and permits issued followed a sequential order.
- Verified that procedures for voided receipts and voided permits were properly followed.

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92ND D.C. | RODOLFO DELGADO JUDGE, 93RD D.C. | J. R. "BOBBY" FLORES JUDGE, 139TH D.C. | ROSE GUERRA REYNA JUDGE, 206TH D.C. | JUAN R. PARTIDA JUDGE, 275TH D.C. | MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C. | NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER | LETICIA LOPEZ JUDGE, 389TH D.C. | AIDA SALINAS FLORES JUDGE, 398TH D.C. | ISRAEL RAMON, JR. JUDGE, 430TH D.C. | JESSE CONTRERAS JUDGE, 449TH D.C.

- Reviewed *Cashier's Daily Close-Out Reports/Daily Remittance Forms (Close-Out Report)* to determine whether fees collected were properly accounted & deposited with the financial institution on a daily basis.
- Verified that the collections per the *Monthly Fees Report* agreed to total receipts issued and the deposits made with the County Treasurer and the financial institution.
- Verified the *Close-Out Report Forms* and *Monthly Fees Report* were properly completed.

Conclusion:
Total collections for the month of August 2015 were $5,200.00. Based on the results of our review, we have concluded that fees collected were generally properly accounted and reported.

If you should have any questions or would like to schedule a meeting to discuss this report, please do not hesitate to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

Ray Eufracio, CPA
County Auditor

cc: Valde Guerra, County Executive Officer

COUNTY OF HIDALGO, TEXAS
SCHEDULE OF RECIPTS AND DEPOSITS FOR THE MONTH OF: Aug-15
PRECINCT 4, SANITATION PROGRAM PDC

	Receipt Date	Receipt # Sequence BEG #	Receipt # Sequence END #	Total Collected	Credit Card Amount (Direct Deposit)	LONE STAR NATIONAL BANK Deposit Amount	Date of Deposit	Deposit Slip Number		COUNTY TREASURER Receipt Date	Receipt Number	Diff on Dates	OVER/ (SHORT)
1	1-Aug	SAT						242				0	$ -
2	2-Aug	SUN						242				0	$ -
3	3-Aug	242-08727	242-08794	$ 2,000.00	$ 325.00	$ 1,675.00	8/3/2015	242	153	8/4/2015	189241	-1	$ -
4	4-Aug	242-08795	242-08848	$ 1,650.00	$ 100.00	$ 1,550.00	8/4/2015	242	154	8/5/2015	189295	-1	$ -
5	5-Aug	242-08849	242-08890	$ 1,325.00	$ 100.00	$ 1,225.00	8/5/2015	242	155	8/10/2015	189375	-5	$ -
6	6-Aug	242-08891	242-08928	$ 1,050.00	$ 200.00	$ 850.00	8/6/2015	242	156	8/10/2015	189400	-4	$ -
7	7-Aug	242-08929	242-08982	$ 1,750.00	$ 250.00	$ 1,500.00	8/7/2015	242	157	8/11/2015	189412	-4	$ -
8	8-Aug	SAT						242				0	$ -
9	9-Aug	SUN						242				0	$ -
10	10-Aug	242-08983	242-09041	$ 1,600.00	$ 200.00	$ 1,400.00	8/10/2015	242	158	8/13/2015	189511	-3	$ -
11	11-Aug	242-09042	242-09079	$ 1,300.00	$ 250.00	$ 1,050.00	8/11/2015	242	159	8/17/2015	189575	-6	$ -
12	12-Aug	242-09080	242-09112	$ 1,050.00	$ 200.00	$ 850.00	8/12/2015	242	160	8/17/2015	189576	-5	$ -
13	13-Aug	242-09113	242-09142	$ 900.00	$ 75.00	$ 825.00	8/13/2015	242	161	8/17/2015	189577	-4	$ -
14	14-Aug	242-09143	242-09191	$ 1,300.00	$ 250.00	$ 1,050.00	8/14/2015	242	162	8/17/2015	189609	-3	$ -
15	15-Aug	SAT						242				0	$ -
16	16-Aug	SUN						242				0	$ -
17	17-Aug	242-09192	242-09254	$ 1,800.00	$ 150.00	$ 1,650.00	8/17/2015	242	163	8/21/2015	189707	-4	$ -
18	18-Aug	242-09255	242-09297	$ 1,200.00	$ 125.00	$ 1,075.00	8/18/2015	242	164	8/21/2015	189710	-3	$ -
19	19-Aug	242-09298	242-09338	$ 1,200.00	$ 225.00	$ 975.00	8/19/2015	242	165	8/24/2015	189754	-5	$ -
20	20-Aug	242-09339	242-09363	$ 750.00	$ 125.00	$ 625.00	8/20/2015	242	166	8/24/2015	189768	-4	$ -
21	21-Aug	242-09364	242-09429	$ 1,975.00	$ 500.00	$ 1,475.00	8/21/2015	242	167	8/24/2015	189769	-3	$ -
22	22-Aug	SAT						242				0	$ -
23	23-Aug	SUN						242				0	$ -
24	24-Aug	242-09430	242-09488	$ 1,675.00	$ 200.00	$ 1,475.00	8/24/2015	242	168	8/27/2015	189852	-3	$ -
25	25-Aug	242-09489	242-09529	$ 1,025.00	$ 175.00	$ 850.00	8/25/2015	242	169	8/28/2015	189939	-3	$ -
26	26-Aug	242-09530	242-09563	$ 1,075.00	$ 300.00	$ 775.00	8/26/2015	242	170	8/28/2015	189940	-2	$ -
26	27-Aug	242-09564	242-09601	$ 1,150.00	$ 250.00	$ 900.00	8/27/2015	242	171	8/31/2015	189979	-4	$ -
27	28-Aug	242-09602	242-09647	$ 1,275.00	$ 150.00	$ 1,125.00	8/28/2015	242	172	9/1/2015	190033	-4	$ -
29	29-Aug	SAT						242				0	$ -
30	30-Aug	SUN						242				0	$ -
31	31-Aug	242-09648	242-09702	$ 1,550.00	$ 200.00	$ 1,350.00	8/31/2015	242	173	9/3/2015	190138	-3	$ -
		TOTALS		$ 28,600.00	$ 4,350.00	$ 24,250.00							$ -

X23

TOTAL AMOUNT DUE TO GENERAL FUND---------1100-322-70-124-000-0-000----------	$ 28,600.00
LESS: TOTAL AMOUNT REMITTED TO GENERAL FUND (DIRECT DEPOSIT)----------	$ 4,350.00
TOTAL FUNDS DUE TO THE COUNTY TREASURER----------	$ 24,250.00

PREPARED BY: David A. Cortez

THIS REPORT HAS BEEN PERSONALLY REVIEWED BY ME AND I CERTIFY IT TO BE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

Joseph Palacios
APPROVED BY

9-10-15
DATE

THIS REPORT IS DUE IN THE OFFICE OF THE COUNTY AUDITOR BEFORE THE FIFTH (5TH) WORKING DAY OF THE FOLLOWING MONTH

COUNTY AUDITOR'S FORM RE-PCT 4-002 REVISED: 12/2014

HIDALGO COUNTY AUDITOR'S OFFICE
APPROVED BY: Bme
DATE: 9/21/15 9/10/15

X1

COUNTY of HIDALGO

EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor

October 2, 2015

The Honorable Joseph Palacios
Commissioner Hidalgo County Precinct No. 4
1051 N. Doolittle Rd.
Edinburg, Texas 78542

Re: Review of the Precinct 4 Sanitation Program *Monthly Fees Report* and Supporting Documentation For the month of August 2015

Dear Commissioner Palacios:

We conducted a limited scope review of the Precinct 4 Sanitation Program *Monthly Fees Report* and all supporting documentation for the month of August 2015 pursuant to Local Government Code §115.002 (a) and (b). The objective of the review was to determine if fees collected were properly accounted and reported.

Scope:
The scope of our review was limited to collections reported on the *Monthly Fees Report* for the month of August 2015. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvement could be made.

The responsibility for establishing and maintaining a sound internal control system rests with management. The objectives of an internal control system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or theft, and that transactions are executed in accordance with management's authorization and recorded properly.

The purpose of this report is to furnish management independent, objective analyses, recommendations, and information concerning the area reviewed. The report should serve as a tool to help management discern and implement specific improvements.

Methodology:
In planning and performing our review, we reviewed applicable statutes, the *Monthly Fees Report,* and fee schedules. The following procedures were performed:

- Reviewed the submittal dates of the *Monthly Fees Report* to the County Auditor's Office to determine if the reports were received within five days after the last day of the month pursuant to Local Government Code §114.001 (b).
- Verified the signatures on the *Monthly Fees Report* to ensure that the reports were signed by an authorized signatory as documented on the "Authorized Signatories Form."
- Verified the mathematical accuracy of the *Monthly Fees Report* by footing and cross-footing the report.
- Reviewed receipts issued to determine if proper fee amounts were collected and reported.
- Verified that receipts and permits issued followed a sequential order.

- Verified that procedures for voided receipts and voided permits were properly followed.
- Reviewed *Cashier's Daily Close-Out Reports/Daily Remittance Forms (Close-Out Report)* to determine whether fees collected were properly accounted and deposited with the County Treasurer on a daily basis.
- Verified that the collections per the *Monthly Fees Report* agreed to total receipts issued and the deposits made with the County Treasurer.
- Reviewed receipts issued, *Cashier's Daily Close-Out Report/ Daily Remittance Forms, and Monthly Fees Report* to verify proper completion.

Conclusion:
Total collections for the month of August 2015 were $28,600.00. Based on the results of our review, we have concluded that fees collected were properly accounted and reported.

If you should have any questions, please do not hesitate to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, Arcy B. Duran, CPA, Director of Audit, at ext. 4645, or me at ext. 4604.

Respectfully,

Ray Eufracio, CPA
County Auditor

cc: Valde Guerra, County Executive Officer

Constable Celestino Avila Jr. Monthly Report

For the Month Ending AUGUST 2015 PBC

Date	Plaintiff	Defendant	Receipt #	Cause #	Type of Service	In/Out County	Court	Treasurer #	Amount Due
Tuesday, August 11, 2015	Mary Vela	Julie Cerda	C1-2015-115	SC15-079JM	Small Claims	In County	Justice Clerk	190404	$75.00
Wednesday, August 19, 2015	Christella Rodriguez	Rodolfo Rodriguez	C1-2015-116	231-573607-15	Divorce Decree	Out of County	District Clerk	190405	$75.00
Wednesday, August 19, 2015	The American Trade Group, Inc	Vela's Builders, LLC	C1-2015-117	2015-01-30368-C	Writ of Execution	Out of County	District Clerk	190405	$200.00
Tuesday, August 25, 2015	Buckeye Capital, LLC Roger A. Bechtel,	Perla Arely Gutierrez Franco and all occupants	C1-2015-118	LT15-0038-J12	FED	In County	Justice Clerk	190406	$75.00
Friday, October 10, 2014	Reliant Energy Retail Services	Cavazos & Paz, River mart, River Front Supermarket	C1-2015-119	CL-12-0863-D	Writ of Execution	In County	County Clerk	190406 ~~180896~~	$200.00
Tuesday, August 25, 2015	Citizen State Bank	Juan Jonas Ramirez	C1-2015-120	C01794	Debt Claim Citatio	Out of County	Justice Clerk	190406	$75.00
Thursday, August 27, 2015	Max Fine Furniture	Briana Guerra	C1-2015-121	SC15-0020-J12	Small Claims	In County	Justice Clerk	190528	$75.00
Thursday, August 27, 2015	Max Fine Furniture	Julian Castillo	C1-2015-122	SC15-0021-J12	Small Claims	In County	Justice Clerk	190528	$75.00
Thursday, August 27, 2015	Max Fine Furniture	Belinda Castillo	C1-2015-123	SC15-0019-J12	Small Claims	In County	Justice Clerk	190528	$75.00
Thursday, August 27, 2015	Max Fine Furniture	Blanca Vera	C1-2015-124	SC15-0018-J12	Small Claims	In County	Justice Clerk	190528	$75.00

This report has been personally reviewed by me and which I certify to be true and correct to the best of my knowledge

Approved by: _____ *Constable, Precinct 1*

Prepared by: _____ *Administrative Assistant II*

Date	Plaintiff	Defendant	Receipt #	Cause #	Type of Service	In/Out County	Court	Treasurer #	Amount Due
Friday, August 28, 2015	Max Fine Furniture	Eva Mora or/Emilio Mora	C1-2015-125	SC15-0022-J12	Small Claims	In County	Justice Clerk	190529	$75.00
Friday, August 28, 2015	Max Fine Furniture	Erika Pena	C1-2015-126	SC15-0023-J12	Small Claims	In County	Justice Clerk	190529	$75.00
Grand Total									**$1,150.00**

X23

HIDALGO COUNTY AUDITOR'S OFFICE
APPROVED BY: Bms
DATE: 9/24/15 10/4/15

This report has been personally reviewed by me and which I certify to be true and correct to the best of my knowledge

Approved by: _____ *Constable, Precinct 1*

Prepared by: _____ *Administrative Assistant II*

N/a

COUNTY of HIDALGO

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

October 2, 2015

The Honorable Celestino Avila
Hidalgo County Constable Precinct No. 1
1902 Joe Stephens Blvd. Suite 303
Weslaco, TX 78596

Re: Review of the *Monthly Fees Report* and Supporting Documentation
For the month of August 2015

Dear Constable Avila:

We have conducted a limited scope review of the Constable Precinct No. 1 *Monthly Fees Report* and supporting documentation for the month of August 2015 pursuant to Local Government Code §115.002 (a) and (b) and Code of Criminal Procedure Article 103.011. The objective of the review was to determine if fees collected were properly accounted and reported.

Scope:
The scope of our review was limited to collections reported by your office on the *Monthly Fees Report* for the month of August 2015. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvement could be made.

The responsibility for establishing and maintaining a sound internal control system rests with management. The objectives of an internal control system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or theft, and that transactions are executed in accordance with management's authorization and recorded properly.

The purpose of this report is to furnish management independent, objective analyses, recommendations, and information concerning the area reviewed. The report should serve as a tool to help management discern and implement specific improvements.

Methodology:
In planning and performing our review, we reviewed applicable statutes and fee schedules. The following procedures were performed:

- Reviewed the submittal date of the *Monthly Fees Report* to the County Auditor's Office to determine if the report and supporting documentation were received within five days after the last day of the month pursuant to Local Government Code §114.001 (b).
- Verified the signature on the *Monthly Fees Report* to ensure that the report was signed by an authorized signatory as documented on the "Authorized Signatories Form."
- Verified the mathematical accuracy of the *Monthly Fees Report* by footing and cross-footing the report.
- Reviewed receipts issued to determine if proper fee amounts were collected and reported.
- Verified receipts issued followed a sequential order.

- Verified that procedures for voided receipts were properly followed.
- Reviewed the *Cashier's Daily Close-Out Report/Daily Remittance Form* to determine whether fees collected were properly accounted and deposited with the County Treasurer on or before the fifth day after the day on which the funds were received.
- Verified that the collections per the *Monthly Fees Report* agreed to total receipts issued and the deposits made with the County Treasurer.
- Reviewed receipts issued, *Cashier's Daily Close-Out Report/Daily Remittance Forms,* and *Monthly Fees Report* to verify proper completion.

Conclusion:
Total collections for the month of August 2015 were $1,150.00. Based on the results of our review, we have concluded that generally fees collected were properly accounted and reported.

If you should have any questions, please do not hesitate to contact Letty Chavez, Compliance Audit Supervisor at 318-2511 ext. 4651 or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

Ray Enfracio, CPA
County Auditor

cc: Valde Guerra, County Executive Officer

CONSTABLE MARTIN CANTU MONTHLY REPORT

For the Month Ending AUGUST 31, 2013.

2015 SEP 15 PM 4 54 PBC

DATE	PLAINTIFF'S NAME	DEFENDANT'S NAME	RECEIPT NUMBER	CAUSE NUMBER	TYPE OF SERVICE: OUT OF COUNTY (OC)/ IN-COUNTY (IC)	OC	IC	Justice Clerk	County Clerk	District Clerk	Other	Const Sale	TREASURER RECEIPT	AMOUNTS DUE TO COUNTY
8/3/2015	XEROX CORPORATION	ALAMO PHOTO CENTER	9603-2	C-3170-15-C	Civil claims		X			X			189233	$75.00
8/5/2015	KW TOWING	GRUPO AVAPAL LLC	9604-2	JC-3677	Civil claims		X			X			189331	$75.00
8/7/2015	ZENITH ARQUISITION CORP	SAN J. CANTU	9605-2	CC11-064JMG	Writ of Garnishment		X	X					189401	$80.00
8/12/2015	XEROX CORPORATION	Jose Paez	9606-2	C-3202-15-D	Civil claims		X			X			189540	$75.00
8/12/2015	VOID	VOID	9607-2	VOID	VOID									VOID
8/12/2015	Angelica Mancias	Mark Anthony Lopez	9608-2	F-1073-13-D	Show cause		X			X			189540	$75.00
8/12/2015	Angelica Mancias	Mark Anthony Lopez	9609-2	F-1073-13-D	Citation		X			X			189540	$75.00
8/12/2015	Angelica Mancias	Mark Anthony Lopez	9610-2	F-1073-13-D	Writ of attachment		X			X			189540	$80.00
8/13/2015	ALLEN'S WELDING	Fairbanks, Rodriguez	9611-2	3SC-15-0101	~~Show cause~~ Small claim		X	X					189593	$75.00
8/21/2015	Martha Recio	Lee L. Garcia	9612-2	2015-07-04895	Small Claims	X		X					189831	$75.00
8/24/2015	Certified payment processing	Fernando Cantu	9613-2	JP01-15-SC00011142	Small Claims	X		X					189832	$75.00
8/31/2015	Donna ISD	Karen D. Hayes	9614-2	T-0537-12-F	Levy, deed, notice order of sale		X			X			190147	$270.00
													Page Total	$1,030.00
													Grand Total	$1,030.00

This report has been personally reviewed by me and which I certify to be true and correct to the best of my knowledge.

Approved by: _____
Constable, Precinct 2

Prepared by: _____

HIDALGO COUNTY AUDITOR'S OFFICE
APPROVED BY:
DATE: 9/22/15 10/2/15

County Auditor's Form AS-C-002 Revised 1/13

COUNTY of HIDALGO

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

October 2, 2015

The Honorable Martin Cantu
Hidalgo County Constable, Precinct 2
300 W. Hall Acres, Ste. E
Pharr, TX 78577

Ref: Review of *Monthly Fees Report* and Supporting Documentation
For the month of August 2015

Dear Constable Cantu:

We have conducted a limited scope review of the Constable Precinct 2 *Monthly Fees Report* and supporting documentation for the month of August 2015 pursuant to Local Government Code § 115.002 (a) and (b) and Code of Criminal Procedure Article 103.011. The objective of the review was to determine if fees collected were properly accounted and reported.

Scope:
The scope of our review was limited to collections reported by your office on the *Monthly Fees Report* for the month of August 2015. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvement could be made.

The responsibility for establishing and maintaining a sound internal control system rests with management. The objectives of an internal control system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or theft, and that transactions are executed in accordance with management's authorization and recorded properly.

The purpose of this report is to furnish management independent, objective analyses, recommendations, and information concerning the area reviewed. The report should serve as a tool to help management discern and implement specific improvements.

Methodology:
In planning and performing our review, we reviewed applicable statutes and fee schedules. The following are some of the procedures performed:

- Reviewed the submittal date of the *Monthly Fees Report* to the County Auditor's Office to determine if the report and supporting documentation were received within five days after the last day of the month pursuant to Local Government Code §114.001 (b).
- Verified the signature on the *Monthly Fees Report* to ensure that the report was signed by an authorized signatory as documented on the "Authorized Signatories Form."
- Verified the mathematical accuracy of the *Monthly Fees Report* by footing and cross-footing the reports.
- Reviewed receipts issued to determine if proper fee amounts were collected and reported.
- Verified receipts issued followed a sequential order.
- Verified that procedures for voided receipts were properly followed.
- Reviewed *Cashier's Daily Close-Out Report/Daily Remittance Form* to determine whether fees collected were properly accounted and deposited with the County Treasurer in a timely manner.

- Verified that the collections per the *Monthly Fees Report* agreed to total receipts issued and the deposits made with the County Treasurer.
- Reviewed receipts, *Cashier's Daily Close-Out Report/Daily Remittance Form,* and *Monthly Fees Report* to verify proper completion.

Conclusion:
Total collections for the month of August 2015 were $1,030.00. Based on the results of our review, we have concluded that fees collected were generally properly accounted and reported.

If you should have any questions, please do not hesitate to contact Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651 or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

Ray Eufracio, CPA
County Auditor

cc: Valde Guerra, County Executive Officer

CONSTABLE, PCT. 3 LARRY GALLARDO MONTHLY REPORT

For the Month Ending August

DATE	PLAINTIFF'S NAME	DEFENDANT'S NAME	RECEIPT NUMBER	CAUSE NUMBER	TYPE OF SERVICE: OUT OF COUNTY (OCT)	OCT	IC	Justice Clerk	County Clerk	District Clerk	Other	Const Sale	TREASURER RECEIPT	AMOUNTS DUE TO COUNTY
8/3/2015	CITY OF EDINBURG, ET AL	VL COUNTRY MART	C3-2015-88	T-1112-15-G	TAX WARRANT		X			X			189433	$ 200.00
8/3/2015	HIDALGO COUNTY, ET AL	WESTSIDE LIQUOR	C3-2015-89	T-1110-15-I	TAX WARRANT		X			X			189433	$ 200.00
8/3/2015	PSJA ISD, ET AL	MI CASITA ADULT DAY CARE	C3-2015-90	T-0604-15-D	TAX WARRANT		X			X			189433	$ 200.00
8/3/2015	CITY OF MCALLEN, ET AL	MORCAR	C3-2015-91	T-0903-15-H	TAX WARRANT		X			X			189433	$ 200.00
8/3/2015	WESLACO ISD, ET AL	MANDUJANO'S WESTER BOOTS	C3-2015-92	T-2450-14-G	TAX WARRANT		X			X			189433	$ 200.00
8/3/2015	PSJA ISD, ET AL	BUDGET BLINDS OF MCALLEN	C3-2015-93	T-0674-15-A	TAX WARRANT		X			X			189433	$ 200.00
8/3/2015	EDINBURG CISD, ET AL	ZARAGOZA R. SOTO	1031-3	T-0838-12-I	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/3/2015	PSJA ISD, ET AL	DISCOUNT OILS	1032-3	T-1903-09-B	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/3/2015	HIDALGO COUNTY, ET AL	DAVID GARCIA, ET AL	1033-3	T-724-10-G	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/3/2015	HIDALGO COUNTY, ET AL	DAVID GARCIA, ET AL	1034-3	T-724-10-G	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/3/2015	MISSION CISD, ET AL	W. PAUL WORTHER	1035-3	T-413-10-A	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/3/2015	PSJA ISD, ET AL	JUAN GOMEZ MORIN	1036-3	T-1046-10-G	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/3/2015	PSJA ISD, ET AL	JESUS M. SANTOS	1037-3	T-2098-12-E	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/3/2015	PSJA ISD, ET AL	NOE SANTANA, JR.	1038-3	T-1043-10-D	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/3/2015	MISSION CISD, ET AL	SOPHIA VOUCHER	1039-3	T-1091-12-H	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
													Page Total	$ 3,630.00
													Grand Total	

THE COUNTY OF HIDALGO TEXAS

This report has been personally reviewed by me and which I certify to be true and correct to the best of my knowledge.

Approved by: _____ Constable, Precinct 3

Prepared by: _____

County Auditor's Form AS-C-002

Revised 3/01

CONSTABLE, PCT. 3 LARRY GALLARDO MONTHLY REPORT

For the Month Ending August

DATE	PLAINTIFF'S NAME	DEFENDANT'S NAME	RECEIPT NUMBER	CAUSE NUMBER	TYPE OF SERVICE: OUT OF COUNTY (OC)/ IN-COUNTY (IC)	OC	IC	Justice Clerk	County Clerk	District Clerk	Other	Const Sale	TREASURER RECEIPT	AMOUNTS DUE TO COUNTY
8/3/2015	PSJA ISD, ET AL	DISCOUNT OILS	1040-3	T-1903-09-B	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189433	$ 270.00
8/4/2015	EDINBURG CISD, ET AL	AQUARIUM MASTERS	C3-2015-94	T-0932-15-A	TAX WARRANT		X			X			189439	$ 200.00
8/4/2015	EDINBURG CISD, ET AL	M&M TOWING & RECOVERY	C3-2015-95	T-0942-15-G	TAX WARRANT		X			X			189439	$ 200.00
8/4/2015	EDUARDO RUBEN VELA	SCOTT ROWLAND	C3-2015-96	SC2857	CITATION (CAMERON CO)	X		X					189439	$ 75.00
8/6/2015	EDINBURG CISD, ET AL	MARIN D. ALVARDO	1041-3	T-0855-12-E	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	PSJA ISD, ET AL	BRENDA MORENO	1042-3	T-1015-11-C	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	PSJA ISD, ET AL	CRUZ M. CORONADO	1043-3	T-1321-12-I	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	PSJA ISD, ET AL	YSIDORO ZAMARRIPA	1044-3	T-1511-10-H	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	PSJA ISD, ET AL	ROBERTO ROJAS	1045-3	T-2624-12-D	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	PSJA ISD, ET AL	EUTIMIO CAVAZOS	1046-3	T-1643-12-D	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	PSJA ISD, ET AL	ARTHUR BREAUX, JR.	1047-3	T-1736-11-C	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	EDINBURG CISD, ET AL	ROSA CORONADO-CANO	1048-3	T-2024-11-C	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	LA JOYA ISD, ET AL	TEOFILO GARCIA	1049-3	T-1357-04-G	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	EDINBURG CISD, ET AL	ARI BONILLA SANTOS	1050-3	T-788-11-C	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	MERCEDES ISD, ET AL	ASTROLAVIO CISNERO	1051-3	T-485-11-C	LEVY, DEED, & NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
													Page Total	$ 3,715.00
													Grand Total	

This report has been personally reviewed by me and which I certify to be true and correct to the best of my knowledge.

Approved by: _____ Constable, Precinct 3

Prepared by: _____

XIa

CONSTABLE, PCT. 3 LARRY GALLARDO MONTHLY REPORT

For the Month Ending August

DATE	PLAINTIFF'S NAME	DEFENDANT'S NAME	RECEIPT NUMBER	CAUSE NUMBER	TYPE OF SERVICE OUT OF COUNTY (OC)/ IN-COUNTY (IC)	OC	IC	Justice Clerk	County Clerk	District Clerk	Other	Const Sale	TREASURER RECEIPT	AMOUNTS DUE TO COUNTY
8/6/2015	EDINBURG CISD, ET AL	BETTY HERRERA	1052-3	T-0306-12-B	LEVY, DEED, NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	EDINBURG CISD, ET AL	ARACELI MARROQUIN	1053-3	T-0836-12-I	LEVY, DEED, NOTICE PKG. ORDER OF SALE		X			X			189443	$ 270.00
8/6/2015	PSJA ISD, ET AL	MORNINGSIDE RV PARK	1054-3	T-2289-09-E	LEVY, DEED, NOTICE PKG. ORDER OF SALE X 3		X			X			189443	$ 815.00
8/10/2015	SHARYLAND ISD, ET AL	MARISCOS EL MAR, LLC	C3-2015-97	T-0672-15-H	TAX WARRANT		X			X			189445	$ 200.00
8/17/2015	US LOGISTICS, LLC	MEXPORT EQUIPMENT, INC., MIGUEL ANGEL HERRERA, CAROL HERRERA	C3-2015-98	C-2449-15-J	WRIT OF EXECUTION X 3		X			X			189850	$ 600.00
8/20/2015	DAN JANJIGIAN	RUBEN ARCUATE	C3-2015-99	J2-CV-15-078921	CITATION (TRAVIS CO)	X		X					189851	$ 75.00
8/20/2015	EDINBURG CISD, ET AL	EDINBURG AUTOPLEX	C3-2015-100	T-1305-15-F	TAX WARRANT		X			X			189851	$ 200.00
8/26/2015	EDINBURG CISD, ET AL	SARAHI COLIMAS RESTAURANT	C3-2015-101	T-0945-15-G	TAX WARRANT		X			X			189898	$ 200.00
8/26/2015	SHARYLAND ISD, ET AL	WILD WEST BOOTS	C3-2015-102	T-0946-15-G	TAX WARRANT		X			X			189898	$ 200.00
8/26/2015	EDINBURG CISD, ET AL	SOUTH TEXAS AMBULANCE SERVICES	C3-2015-103	T-0478-15-I	TAX WARRANT		X			X			189898	$ 200.00
8/26/2015	LA JOYA ISD ET AL	CRISOL FUNERAL N MORE	C3-2015-104	T-0944-15-D	TAX WARRANT		X			X			189898	$ 200.00
8/26/2015	LA JOYA ISD ET AL	MAGDALENA S. GUTIERREZ	C3-2015-105	T-1988-11-E	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 275.00
8/26/2015	DONNA ISD, ET AL	ORALIA CASTRO	1055-3	T-0472-12-J	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	ANTONIO GONZALEZ	1056-3	T-1359-09-A	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	MIGUEL SARMIENTO	1057-3	T-348-10-C	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
													Page Total	$ 4,315.00
													Grand Total	

This report has been personally reviewed by me and which I certify to be true and correct to the best of my knowledge.

Approved by: _____ Constable, Precinct 3

Prepared by: _____

County Auditor's Form AS-C-002 Revised: 3/01

CONSTABLE, PCT. 3 LARRY GALLARDO MONTHLY REPORT

For the Month Ending August

DATE	PLAINTIFF'S NAME	DEFENDANT'S NAME	RECEIPT NUMBER	CAUSE NUMBER	TYPE OF SERVICE: OUT OF COUNTY (OC)/ IN-COUNTY (IC)	OC	IC	Justice Clerk	County Clerk	District Clerk	Other	Const Sale	TREASURER RECEIPT	AMOUNTS DUE TO COUNTY
8/26/2015	DONNA ISD, ET AL	JOE ESCOBAR, JR.	1058-3	T-959-06-E	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	CARLOS MOLINA	1059-3	T-1669-09-G	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	APOLONIA VILLARREAL	1060-3	T-1797-11-J	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	GLORIA SALDIVAR	1061-3	T-1668-09-J	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	ESQUIEL RODRIGUEZ	1062-3	T-0115-12-J	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	XAVIER GARCIA	1063-3	T-0464-12-A	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	ALFREDO DE LEON	1064-3	T-636-07-E	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
8/26/2015	DONNA ISD, ET AL	MATIAS V. GONZALES	1065-3	T-0560-12-E	LEVY, DEED, NOTICE PKG ORDER OF SALE		X			X			189898	$ 270.00
													Page Total	$ 2,160.00
													Grand Total	$ 13,820.00

X73

This report has been personally reviewed by me and which I certify to be true and correct to the best of my knowledge.

Approved by: _____ Constable, Precinct 3

Prepared by: _____

Revised

HIDALGO COUNTY AUDITOR'S OFFICE
APPROVED BY: BMO
DATE: 9/18/15

County Auditor's Form AS-C-002 Revised: 3/01

X/C

COUNTY of HIDALGO

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

October 2, 2015

The Honorable Lazaro Gallardo
Hidalgo County Constable Precinct No. 3
730 N. Breyfogle Ste. B
Mission, TX 78573

Re: Review of *Monthly Fees Report* and Supporting Documentation
For the month of August 2015

Dear Constable Gallardo:

We have conducted a limited scope review of the Constable Precinct No. 3 *Monthly Fees Report* and supporting documentation for the month of August 2015 pursuant to Local Government Code §115.002 (a) and (b) and Code of Criminal Procedure Article 103.011. The objective of the review was to determine whether fees collected were properly accounted and reported.

Scope:
The scope of our review was limited to collections reported by your office on the *Monthly Fees Report* for the month of August 2015. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvement could be made.

The responsibility for establishing and maintaining a sound internal control system rests with management. The objectives of an internal control system are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or theft, and that transactions are executed in accordance with management's authorization and recorded properly.

The purpose of this report is to furnish management independent, objective analyses, recommendations, and information concerning the area reviewed. The report should serve as a tool to help management discern and implement specific improvements.

Methodology:
In planning and performing our review, we reviewed applicable statutes, the *Monthly Fees Report*, and fee schedules. The following procedures were performed:

- Reviewed the submittal date of the *Monthly Fees Report* to the County Auditor's Office to determine if the report was received within five days after the last day of the month pursuant to Local Government Code §114.001 (b).
- Verified the signature on the *Monthly Fees Report* to ensure that the report was signed by an authorized signatory as documented on the "Authorized Signatories Form."
- Verified the mathematical accuracy of the *Monthly Fees Report* by footing and cross-footing the report.
- Reviewed receipts issued to determine if proper fee amounts were collected and reported.
- Verified receipts issued followed a sequential order.

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92ND D.C. | RODOLFO DELGADO JUDGE, 93RD D.C. | J. R. "BOBBY" FLORES JUDGE, 139TH D.C. | ROSE GUERRA REYNA JUDGE, 206TH D.C. | JUAN R. PARTIDA JUDGE, 275TH D.C. | MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C. | NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER | LETICIA LOPEZ JUDGE, 389TH D.C. | AIDA SALINAS FLORES JUDGE, 398TH D.C. | ISRAEL RAMON, JR. JUDGE, 430TH D.C. | JESSE CONTRERAS JUDGE, 449TH D.C.

- Verified that procedures for voided receipts were properly followed.
- Reviewed *Cashier's Daily Close-Out Reports/Daily Remittance Forms* to determine whether fees collected were properly accounted and deposited with the County Treasurer in a timely manner.
- Verified that the collections per the *Monthly Fees Report* agreed to total receipts issued and the deposits made with the County Treasurer.
- Reviewed receipts issued, *Cashier's Daily Close-Out Reports/Daily Remittance Forms,* and *Monthly Fees Report* to verify proper completion.

Conclusion:
Total collections for the month of August 2015 were $13,820.00. Based on the results of our review, we have concluded that fees collected were generally properly accounted and reported.

If you should have any questions, please do not hesitate to contact Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651 or Arcy B. Duran, CPA, Director of Audit, at ext. 4645.

Respectfully,

Ray Eufracio, CPA
County Auditor

cc: Valde Guerra, County Executive Officer

COUNTY of HIDALGO

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
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FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

October 2, 2015

Jorge Arcaute, City Manager
City of Alton
509 S. Alton Blvd.
Alton, Texas 78573

Re: City of Alton TIRZ No. 1
Report No. 2015-27

Dear Mr. Arcaute:

We conducted a limited scope review of the interlocal agreement between the City of Alton, Hidalgo County, and Reinvestment Zone (Alton TIRZ) Number One, City of Alton, Texas. The objectives of the review were to determine the accuracy of the Alton TIRZ 2014-2015 (collections from February 1, 2014 through January 31, 2015) payment amount and compliance with Section IV (B)(2), Section VII (J) of the interlocal agreement and Tax Code §311.016.

The scope of our review was limited to the Alton TIRZ tax accounts for tax roll 2014 and prior tax rolls. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. Accordingly, the opportunities for improvement presented in this report may not be all-inclusive of areas where improvements could be made. The responsibility for sound internal controls rests with management.

The results of our review revealed the following:

1. The County Auditor's Office determined that the amount due to Alton TIRZ No. 1 for collections that occurred between February 1, 2014 through January 31, 2015 for tax year 2014 and prior tax years is $72,609.66 (see Exhibit A).

2. The annual report, fact sheet, and annual financial review were submitted in compliance with Section IV (B)(2), Section VII (J) of the interlocal agreement and Tax Code §311.016. According to the Alton TIRZ No. 1, they did not have any contracts with disadvantaged businesses; therefore, the applicable report was not provided.

If you have any questions, feel free to call Ricardo Nunez, Internal Auditor I, at 318-2511 ext. 4644, Letty Chavez, Compliance Audit Supervisor, at ext. 4651, Arcy B. Duran, CPA, Director of Audit, at ext. 4645, or me at ext. 4604.

Respectfully,

Ray Eufracio, CPA
Hidalgo County Auditor

Enclosure

cc: The Honorable Ramon Garcia, Hidalgo County Judge

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92ND D.C. | RODOLFO DELGADO JUDGE, 93RD D.C. | J. R. "BOBBY" FLORES JUDGE 139TH D.C. | ROSE GUERRA REYNA JUDGE, 206TH D.C. | JUAN R. PARTIDA JUDGE, 275TH D.C. | MARIO E. RAMIREZ, JR. JUDGE 332ND D.C. | NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER | LETICIA LOPEZ JUDGE 389TH D.C. | AIDA SALINAS FLORES JUDGE, 398TH D.C. | ISRAEL RAMON, JR. JUDGE 430TH D.C. | JESSE CONTRERAS JUDGE, 449TH D.C.

EXHIBIT A

2014-2015 Alton TIRZ Payment

Tax Increment Reinvestment Zone (TIRZ) Payment Calculation	Alton TIRZ Calculation for Tax Year 2014	Alton TIRZ Calculation for Tax Year 2013	Alton TIRZ Calculation for Tax Year 2012	AltonTIRZ Calculation for Tax Year 2011	Alton TIRZ Calculation for Tax Year 2010	Total
TIRZ Real Property Certified Taxable Value as of January 31 (Provided by Hidalgo County Appraisal District (HCAD))	$ 39,634,902.00		$ -	$ -	$ -	
(Multiplied by) Hidalgo County Current (GHD) Tax Rate (.59/100)	0.0059	0.0059	0.0059	0.0059	0.0059	
GHD Actual Tax Levy for all real property tax accounts located within the TIRZ	$ 233,845.92	$ -	$ -	$ -	$ -	
TIRZ Real Property Certified Taxable Value as of January 31 (Provided by Hidalgo County Appraisal District (HCAD))	$ 39,634,902.00		$ -	$ -	$ -	
(*Less*) Base Year Real Property Certified Appraised Value for Tax Accounts located within the TIRZ (Provided by HCAD)	$ 25,046,343.00		$ -	$ -	$ -	
Captured Appraised Value	$ 14,588,559.00	$ -	$ -	$ -	$ -	
Captured Appraised Value	$ 14,588,559.00		$ -	$ -	$ -	
(*multiplied by*) Contribution Rate (Per agreement s/b the lesser of .5107 or actual M&O) (.5107/100)	0.005127	0.005127	0.005107	0.005107	0.005107	
Tax Levy Due to TIRZ	$ 74,795.54	$ -	$ -	$ -	$ -	
TIRZ Collections (for February 1 through January 31) as per Collections Reports provided by Hidalgo County Tax Office	$ 170,478.36		$ -	$ -	$ -	
(*divided*) GHD Actual Tax Levy for all Real Property tax accounts located within the TIRZ	$ 233,485.92		$ -	$ -	$ -	
Percent Collected of Actual Levy	72.9%	69.6%	0.0000%	0.0000%	0.0000%	
Tax Levy Due to TIRZ	$ 74,795.54	$ 29,498.63	$ 5,466.51	$ 2,314.17	$ 1,352.14	
(*Multiplied by*) Percent Collected of Actual Levy	72.9%	50.2%	32.2000%	31.5000%	22.3000%	
	$ 54,525.95	$ 14,808.31	$ 1,760.22	$ 728.96	$ 301.53	$ 72,124.97
(Less) Administrative Cost						$ (1,000.00)
(Less) Adjustments **						
2014-2015 TIRZ PAYMENT AMOUNT						$ 71,124.97

** Adjustments are made in order to prevent an overpayment; the adjustment limits payments to 100% allowable TIRZ levy

Tax Increment Reinvestment Zone (TIRZ) Payment Calculation	County Auditor's Calculation for Tax Year 2014	County Auditor's Calculation for Tax Year 2013	County Auditor's Calculation for Tax Year 2012	County Auditor's Calculation for Tax Year 2011	County Auditor's Calculation for Tax Year 2010	Total
TIRZ Real Property Certified Taxable Value as of January 31 (Provided by Hidalgo County Appraisal District (HCAD))	$ 41,816,056.00	$ 37,604,467.00	$ 32,844,379.00	$ 32,670,017.00	$ 32,490,072.00	
(Multiplied by) Hidalgo County Current (GHD) Tax Rate (.59/100)	0.0059	0.0059	0.0059	0.0059	0.0059	
GHD Actual Tax Levy for all real property tax accounts located within the TIRZ	$ 246,714.73	$ 221,866.36	$ 193,781.84	$ 192,753.10	$ 191,691.42	
TIRZ Real Property Certified Taxable Value as of January 31 (Provided by Hidalgo County Appraisal District (HCAD))	$ 41,816,056.00	$ 37,604,467.00	$ 32,844,379.00	$ 32,670,017.00	$ 32,490,072.00	
(*Less*) Base Year Real Property Certified Appraised Value for Tax Accounts located within the TIRZ (Provided by HCAD)	$ 25,552,622.00	$ 25,552,622.00	$ 25,552,622.00	$ 25,552,622.00	$ 25,552,622.00	
Captured Appraised Value	$ 16,263,434.00	$ 12,051,845.00	$ 7,291,757.00	$ 7,117,395.00	$ 6,937,450.00	
Captured Appraised Value	$ 16,263,434.00	$ 12,051,845.00	$ 7,291,757.00	$ 7,117,395.00	$ 6,937,450.00	
(*multiplied by*) Contribution Rate (Per agreement s/b the lesser of .5107 or actual M&O) (.5107/100)	0.005107	0.005107	0.005107	0.005107	0.005107	
Tax Levy Due to TIRZ	$ 83,057.36	$ 61,548.77	$ 37,239.00	$ 36,348.54	$ 35,429.56	
TIRZ Collections (for February 1 through January 31) as per Collections Reports provided by Hidalgo County Tax Office	$ 189,491.83	$ 30,141.28	$ 4,758.61	$ 1,829.34	$ 1,058.10	
(*divided*) GHD Actual Tax Levy for all Real Property tax accounts located within the TIRZ	$ 246,714.73	$ 221,866.36	$ 193,781.84	$ 192,753.10	$ 191,691.42	
Percent Collected of Actual Levy	76.8060%	13.5853%	2.4557%	0.9491%	0.5520%	
Tax Levy Due to TIRZ	$ 83,057.36	$ 61,548.77	$ 37,239.00	$ 36,348.54	$ 35,429.56	
(*Multiplied by*) Percent Collected of Actual Levy	76.8060%	13.5853%	2.4557%	0.9491%	0.5520%	
	$ 63,793.04	$ 8,361.59	$ 914.48	$ 344.98	$ 195.57	$ 73,609.66
(Less) Administrative Cost						$ (1,000.00)
(Less) Adjustments **						
2014-2015 TIRZ PAYMENT AMOUNT						$ 72,609.66

** Adjustments are made in order to prevent an overpayment; the adjustment limits payments to 100% allowable TIRZ levy

COUNTY of HIDALGO

HIDALGO COUNTY AUDITOR'S OFFICE
Hidalgo County Administration Building
2808 South Business Highway 281
Edinburg, Texas 78539-6243
PHONE: (956) 318-2511
FAX: (956) 318-2577
WEBSITE: www.co.hidalgo.tx.us/auditor



EDINBURG, TEXAS 78539

September 25, 2015

The Honorable Pablo Villarreal, Jr., RTA
Hidalgo County Tax Assessor/Collector
2804 S. Business Hwy. 281
Edinburg, Texas 78539

Ref: Review of Delinquent Tax Attorney Payment Request - May 2015
Report No. 2015-59

Dear Mr. Villarreal:

We have completed a limited scope review of the May 2015 payment request and related supporting documentation prepared by your office for delinquent tax attorney (DTA) fees due to Perdue, Brandon, Fielder, Collins, and Mott, LLP ("Perdue") and Linebarger, Goggan, Blair, and Sampson LLP ("LGBS"). The objective of our limited scope review was to determine if the payment request was accurate and properly authorized.

The scope of our review was limited to a review of the DTA fees collected by your office on behalf of the following entities: Hidalgo County (GHD), Road District 2 (RD2), Road District 5 (RD5), Road District 7 (RD7), Road District 11 (RD11), Road District 12 (RD12), Road District 14 (RD14), Road District 15, State of Texas (TEX); and the payment request prepared by your office for the month ended May 31, 2015. Our review was not designed nor intended to be a detailed study of every relevant control system, procedure, or transaction. The responsibility for sound internal controls rests with management.

As part of our review, we reviewed the payment request, the delinquent tax attorney contract, and various collection reports prepared by your office. The following procedures were performed:

- Verified that the payment request was signed and included a certification by the Hidalgo County Tax Assessor/Collector that the "payment represents 15% of the delinquent taxes and penalty and interest collections for the month of May 2015 collections."
- Reviewed the "Hidalgo County Tax Office Current Collection Report" and "Hidalgo County Tax Office Prior Collection Report" to determine if the DTA fees were collected at the 15% rate specified in the contract.
- Reviewed 116 (100%) tax accounts listed on the "Hidalgo County Tax Office Current Collection Report" and "Hidalgo County Tax Office Prior Collection Report" that reflected a negative amount and verified on *ACT*, the tax collection application system, whether the delinquent tax attorney fees were reduced from the proper delinquent tax attorney firm's payment request.
- Randomly selected 83 (5%) tax accounts that included DTA fees due to Perdue to determine if a tax suit was filed on or before December 31, 2014.

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY JUDGE, 92ND D.C. | RODOLFO DELGADO JUDGE, 93RD D.C. | J. R. "BOBBY" FLORES JUDGE, 139TH D.C. | ROSE GUERRA REYNA JUDGE, 206TH D.C. | JUAN R. PARTIDA JUDGE, 275TH D.C. | MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C. | NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER | LETICIA LOPEZ JUDGE, 389TH D.C. | AIDA SALINAS FLORES JUDGE, 398TH D.C. | ISRAEL RAMON, JR. JUDGE, 430TH D.C. | JESSE CONTRERAS JUDGE, 449TH D.C.

The results of our review revealed that the payment request was generally accurate and properly authorized. More specifically, the following was noted:

- The payment request was signed and included a certification by the Hidalgo County Tax Assessor/Collector that the "payment represents 15% of the delinquent taxes and penalty and interest collections for the month of May 2015 collections."
- Although DTA fees for 258 tax accounts were not collected at the 15% rate specified in the contract; we concluded that the differences in rates were attributed to tax deferrals, small amounts collected, rounding and multiple payments that needed to be added to calculate the 15% (see Exhibit A).
- DTA fees for 7 tax accounts totaling $137.13 were reduced from the LGBS payment request, in error, since the DTA fees were previously paid to Perdue (see Exhibit B). A revised payment request was submitted by the Tax Office.
- DTA fees for 3 tax accounts totaling $125.11 were reduced from the Perdue payment request, in error, since the DTA fees were previously paid to LGBS (see Exhibit C). A revised payment request was submitted by the Tax Office.
- Of the 83 tax accounts sampled, 82 had a tax suit filed by Perdue on or before December 31, 2014. For 1 tax account with DTA fees totaling $7.07, the tax suit was filed by LGBS. A revised payment request was submitted by the Tax Office (see Exhibit D).

We will proceed to process the revised May 2015 DTA payment request in the amount of $131,855.20 ($74,105.65 to LGBS and $57,749.55 to Perdue).

If you have any questions, please feel free to call Letty Chavez, Compliance Audit Supervisor, at 318-2511 ext. 4651, Arcy B. Duran, CPA, Director of Audit, at ext. 4645, or me at ext. 4604.

Respectfully,

Ray Eufracio, CPA
Hidalgo County Auditor

Enclosures

cc: Mr. Hiram A. Gutierrez, Perdue Brandon Fielder Collins & Mott, LLP
Ms. Lucy Canales, Linebarger Goggan Blair & Sampson, LLP

Exhibit A

	Tax Unit	Year	Account No.	Levy Paid	Penalty/Interest Paid	Subtotal Paid	Attorney Paid
1	1	2014	A210099000000361	0.5	0.07	0.57	0.09
2	1	2014	T210099000000307	0.51	0.07	0.58	0.09
3	1	2014	T210099273000504	0.56	0.07	0.63	0.09
4	1	2014	D797099000000106	0.45	0.06	0.51	0.08
5	1	2014	W235097000012804	0.39	0.05	0.44	0.07
6	1	2014	C657093000000304	0.33	0.04	0.37	0.06
7	1	2014	M355099000000323	0.38	0.05	0.43	0.06
8	1	2014	A370099000000063	0.34	0.04	0.38	0.06
9	1	2014	0005990580000521	0.28	0.04	0.32	0.05
10	1	2014	W064099000001A18	0.28	0.04	0.32	0.05
11	1	2014	T210099250001502	0.31	0.04	0.35	0.05
12	1	2014	M520099144000018	0.31	0.05	0.36	0.05
13	1	2014	D280099000000038	0.21	0.03	0.24	0.04
14	1	2014	P910099000000099	0.26	0.03	0.29	0.04
15	1	2014	B280099002000208	0.21	0.03	0.24	0.04
16	1	2014	B030000005000500	0.16	0.02	0.18	0.03
17	1	2014	W375099000000040	0.12	0.02	0.14	0.02
18	1	2014	E540099000000106	0.09	0.01	0.1	0.02
19	1	2014	L025099000000B7	0.11	0.01	0.12	0.02
20	1	2014	S2950990000000D8	0.09	0.01	0.1	0.02
21	1	2014	K240099000007106	0.06	0.01	0.07	0.01
22	1	2014	P323099000000100	0.06	0.01	0.07	0.01
23	1	2014	A1800990000000C9	0.05	0.01	0.06	0.01
24	1	2014	C216897000006203	0.05	0.01	0.06	0.01
25	1	2014	D298099000002250	0.04	0.01	0.05	0.01
26	1	2014	K2400990000000C1	0.05	0.01	0.06	0.01
27	1	2014	L2050990000000A7	0.06	0.01	0.07	0.01
28	1	2014	L2550990000000C3	0.08	0.01	0.09	0.01
29	1	2014	P640099051000122	0.05	0.01	0.06	0.01
30	1	2014	T730099000000032	0.04	0.01	0.05	0.01
31	1	2013	B245000001000800	363.13	81.2	444.33	55.67
32	1	2013	W380000133000016	247.5	61.05	308.55	44.55
33	1	2013	B245000001000800	121.48	54.51	175.99	37.38
34	1	2013	W514000000000A00	103.02	25.41	128.43	18.24
35	1	2013	P050000125002200	50.71	12.84	63.55	9.13
36	1	2013	P050000125002200	50.17	12.71	62.88	9.03
37	1	2013	A280000000009700	50.39	12.6	62.99	8.99
38	1	2013	D460000117002200	40.31	9.94	50.25	7.13
39	1	2013	J570000005001205	27.05	6.86	33.91	4.87
40	1	2013	H515000133000200	23.37	5.83	29.2	4.17
41	1	2013	N340000000303510	0.5	0.14	0.64	0.1
42	1	2013	P050000125002200	0.53	0.13	0.66	0.09
43	1	2013	C690000001001103	0.39	0.11	0.5	0.08
44	1	2013	F300000017001100	0.28	0.08	0.36	0.05
45	1	2013	T181702000002900	0.13	0.04	0.17	0.03

Exhibit A

	Tax Unit	Year	Account No.	Levy Paid	Penalty/Interest Paid	Subtotal Paid	Attorney Paid
46	1	2013	C700000006003101	0.13	0.03	0.16	0.02
47	1	2013	V266001000004500	0.12	0.03	0.15	0.02
48	1	2013	M490000000008501	0.08	0.02	0.1	0.01
49	1	2013	B475000005000400	0.03	0.01	0.04	0.01
50	1	2013	B203500000000800	0.04	0.01	0.05	0.01
51	1	2013	E810000007001400	0.05	0.01	0.06	0.01
52	1	2012	D711101000007400	542.15	200.6	742.75	106.53
53	1	2012	M190001000002300	306.12	100	406.12	54.18
54	1	2012	P350000000000400	98.19	35.34	133.53	18.85
55	1	2012	P350000000000400	98.17	35.35	133.52	18.85
56	1	2012	N340000000220312	23.77	8	31.77	4.32
57	1	2012	H265000018000600	15.3	5.57	20.87	2.96
58	1	2012	H250000059000110	13.12	4.59	17.71	2.46
59	1	2012	L198000000000800	11.04	3.75	14.79	2.02
60	1	2012	L622000000005200	8.89	3.12	12.01	1.67
61	1	2012	U200099000000417	0.54	0.22	0.76	0.11
62	1	2012	P100004000033100	0.31	0.13	0.44	0.06
63	1	2012	P332092000272A01	0.23	0.06	0.29	0.04
64	1	2012	Y430081000693100	0.08	0.03	0.11	0.02
65	1	2012	L080000002001310	0.03	0.01	0.04	0.01
66	1	2011	D711101000007400	542.15	265.65	807.8	116.29
67	1	2011	L025000021000016	381.46	167.84	549.3	73.24
68	1	2011	P300001003000300	148.86	62.03	210.89	27.02
69	1	2011	S325500000001300	127.25	53.02	180.27	23.1
70	1	2011	L198000000000800	46.32	21.31	67.63	9.31
71	1	2011	Q300000WLD000800	23.46	10.25	33.71	4.47
72	1	2011	G840000000000100	19.92	9.63	29.55	4.21
73	1	2011	L208800000010700	19.17	8.05	27.22	3.57
74	1	2011	S130000003000900	12.56	5.41	17.97	2.36
75	1	2011	N476502000011200	9.79	4.72	14.51	2.07
76	1	2011	H250000059000110	7.8	3.67	11.47	1.6
77	1	2011	L622000000008700	7.52	3.05	10.57	1.33
78	1	2011	C960002005001100	1.54	0.68	2.22	0.3
79	1	2011	B001102000003900	0.45	0.24	0.69	0.11
80	1	2011	B001102000003900	0.47	0.24	0.71	0.1
81	1	2011	M015000042000704	0.42	0.21	0.63	0.09
82	1	2010	D711101000007400	542.15	330.71	872.86	126.05
83	1	2010	W380000801000040	370.08	206.02	576.1	77.16
84	1	2010	W380000801000040	230.03	128.05	358.08	47.96
85	1	2010	T210000254001003	152.89	77.97	230.86	28.67
86	1	2010	C456000000000400	131.94	69.49	201.43	25.73
87	1	2010	V333000000002000	122.36	68.11	190.47	25.51
88	1	2010	A013502000000600	92.54	45.66	138.2	16.66
89	1	2010	N340000000220312	72.06	41.56	113.62	15.67
90	1	2010	O200500000005600	71.05	36.24	107.29	13.53

Exhibit A

	Tax Unit	Year	Account No.	Levy Paid	Penalty/Interest Paid	Subtotal Paid	Attorney Paid
91	1	2010	E330000242000400	66.04	34.56	100.6	12.78
92	1	2010	W380000507000016	53.39	31.51	84.9	11.93
93	1	2010	M703000000016400	29.87	17.44	47.31	6.59
94	1	2010	A210000032001000	27.27	16.17	43.44	6.13
95	1	2010	N476502000011200	21.59	13.02	34.61	4.95
96	1	2010	L198000000000800	9.33	5.41	14.74	2.04
97	1	2010	G590098004000101	6.99	4.06	11.05	1.53
98	1	2010	T555097000000801	7.9	4	11.9	1.47
99	1	2010	C845000000000600	0.43	0.27	0.7	0.11
100	1	2009	D711101000007400	542.15	395.77	937.92	135.81
101	1	2009	T210000254001003	152.89	96.32	249.21	31.42
102	1	2009	T534000000029500	116.97	82.66	199.63	28.07
103	1	2009	T534000000029500	87.72	61.99	149.71	21.05
104	1	2009	C456000000000400	65.89	42.61	108.5	14.03
105	1	2009	C211000000002900	41.38	29.92	71.3	10.24
106	1	2009	M385200000000400	28.97	17.48	46.45	5.61
107	1	2009	A350000003001200	23.47	15.96	39.43	5.35
108	1	2009	H302000000000700	24.38	15.21	39.59	4.94
109	1	2009	I223000001007300	25.2	14.86	40.06	4.72
110	1	2009	I223000001007300	25.19	14.85	40.04	4.72
111	1	2009	L205000046000700	8.92	5.5	14.42	1.78
112	1	2009	S245000000001200	5.84	3.64	9.48	1.18
113	1	2009	C845000000000600	0.51	0.39	0.9	0.14
114	1	2009	A180000047001012	0.21	0.16	0.37	0.06
115	1	2009	S308500000000100	0.06	0.05	0.11	0.02
116	1	2009	W276000000001600	0.03	0.02	0.05	0.01
117	1	2009	T534000000029500	-44.94	-31.46	-76.4	-10.79
118	1	2008	M385200000000400	248	179.39	427.39	52.45
119	1	2008	C902500000000800	201.38	147.69	349.07	43.5
120	1	2008	C845501000000400	111.52	76.94	188.46	21.91
121	1	2008	K240000000005901	57.57	40.88	98.45	11.83
122	1	2008	H284000000013400	50.03	37.18	87.21	11.18
123	1	2008	F585001006000700	41.44	31.92	73.36	9.64
124	1	2008	R470000012001600	31.85	21.44	53.29	6.02
125	1	2008	H345000000006700	20.34	13.56	33.9	3.78
126	1	2008	S053000000000700	15.04	11.79	26.83	3.59
127	1	2008	S053000000000700	15.04	11.79	26.83	3.59
128	1	2008	W380000514000001	0.23	0.21	0.44	0.07
129	1	2008	R225001001002200	0.17	0.15	0.32	0.05
130	1	2008	E405002016001800	0.13	0.11	0.24	0.04
131	1	2008	O570081349105500	0.04	0.04	0.08	0.01
132	1	2008	S053000000000700	-15.04	-11.79	-26.83	-3.59
133	1	2007	L255002016001200	208.44	184.13	392.57	51.59
134	1	2007	C845501000000400	170.11	137.79	307.9	36.49
135	1	2007	L255002016001200	72.48	64.03	136.51	17.94

Exhibit A

	Tax Unit	Year	Account No.	Levy Paid	Penalty/Interest Paid	Subtotal Paid	Attorney Paid
136	1	2007	N340000000303513	59.68	56.49	116.17	16.47
137	1	2007	E310000021001100	61.06	56.38	117.44	16.21
138	1	2007	W010000051000317	59.22	52.91	112.13	14.93
139	1	2007	H345000000006700	59.71	46.98	106.69	12.18
140	1	2007	E540000005001300	44.63	39.44	84.07	11.05
141	1	2007	S725002001000800	30.69	25.58	56.27	6.91
142	1	2007	C902500000000800	19.62	16.75	36.37	4.59
143	1	2007	C211000000005100	14.09	11.94	26.03	3.26
144	1	2007	A670003000001300	5.77	4.31	10.08	1.07
145	1	2007	S053000000000700	1.7	1.54	3.24	0.44
146	1	2007	S053000000000700	1.7	1.54	3.24	0.44
147	1	2007	L330000000001511	0.22	0.23	0.45	0.07
148	1	2007	S053000000000700	-1.7	-1.54	-3.24	-0.44
149	1	2007	G74000600B000100	-130.7	-111.09	-241.79	-31.17
150	1	2006	V054001000019200	327.35	269.52	596.87	60.4
151	1	2006	F390000000001900	219.48	180.7	400.18	40.49
152	1	2006	E540000005001300	74.77	75.02	149.79	19.85
153	1	2006	I200002000010000	44.05	38.04	82.09	8.92
154	1	2006	S740000000000100	29.94	31.53	61.47	8.62
155	1	2006	F675002000002500	12.17	11.07	23.24	2.72
156	1	2006	S725002001000800	9.48	9.04	18.52	2.3
157	1	2006	G180000000000510	5.55	4.57	10.12	1.02
158	1	2005	V054001000019200	325.29	306.86	632.15	65.87
159	1	2005	I223000001038100	25.4	27.43	52.83	6.71
160	1	2005	W560000000006300	15.89	17.91	33.8	4.53
161	1	2005	L108502000002700	11.08	12.05	23.13	2.96
162	1	2005	A555000000000300	9.69	11.16	20.85	2.87
163	1	2005	L685000000001200	9.13	10.2	19.33	2.56
164	1	2004	V054001000019200	323.18	343.64	666.82	71.26
165	1	2004	S170002037001102	45.91	55.25	101.16	13.02
166	1	2004	R106000000001700	61.8	60.77	122.57	11.4
167	1	2004	L334000000002000	46.26	47.33	93.59	9.36
168	1	2004	I223000001038100	31.28	37.54	68.82	8.82
169	1	2004	O200500000001300	32.72	37.42	70.14	8.39
170	1	2004	K290001000000800	21.56	21.2	42.76	3.98
171	1	2004	W380000100000026	3.23	3.74	6.97	0.85
172	1	2004	M355000150002100	2	2.56	4.56	0.63
173	1	2004	R397500000000200	0.35	0.48	0.83	0.13
174	1	2004	W010000044001051	-32.54	-39.37	-71.91	-9.52
175	1	2003	V054001000019200	114.88	135.94	250.82	27.4
176	1	2003	J541000000000200	104.66	111.29	215.95	19.31
177	1	2003	S477000000005700	34.12	45.27	79.39	10.34
178	1	2003	J750000004000200	23.12	32	55.12	7.6
179	1	2003	S735000004000600	16.97	22.47	39.44	5.12
180	1	2003	R021501000002800	7.66	9.06	16.72	1.83

Exhibit A

	Tax Unit	Year	Account No.	Levy Paid	Penalty/Interest Paid	Subtotal Paid	Attorney Paid
181	1	2003	H345003000000500	3.31	4.05	7.36	0.85
182	1	2003	J750000004000200	-23.12	-32	-55.12	-7.6
183	1	2002	W230000052000300	8.22	12.79	21.01	3.04
184	1	2002	G280000001000000	12.32	15.08	27.4	2.72
185	1	2002	B505000015000600	7.46	9.12	16.58	1.64
186	1	2002	K290001000000800	2.63	3.22	5.85	0.58
187	1	2002	T094002000000500	-26.81	-41.2	-68.01	-9.85
188	1	2001	P62000000Y000001	177.65	238.64	416.29	42.37
189	1	2001	L670000001000700	36.58	52.08	88.66	10.04
190	1	2001	D780000009000600	17.04	24.26	41.3	4.68
191	1	2001	G280000001000000	7.15	9.61	16.76	1.71
192	1	2001	C470000004000200	0.26	0.43	0.69	0.1
193	1	2000	N120003000003200	83.19	128.38	211.57	24.33
194	1	2000	A180000036000408	32.34	47.96	80.3	8.59
195	1	2000	L080000002000700	15.14	22.17	37.31	3.88
196	1	2000	L215500000000800	2.2	3.13	5.33	0.53
197	1	1999	A080000000103700	34.6	51.1	85.7	7.84
198	1	1999	A180000056001406	17.87	26.69	44.56	4.18
199	1	1999	L080000002000700	9.35	14.8	24.15	2.57
200	1	1999	V382000000000100	8.43	13.35	21.78	2.32
201	1	1999	G040000006000100	5.33	10.17	15.5	2.24
202	1	1999	A180000036000408	1.4	2.25	3.65	0.4
203	1	1998	H495000004000300	75.05	127.84	202.89	21.95
204	1	1998	A180000056001406	53.13	85.72	138.85	13.39
205	1	1998	M520000085000300	26.37	41.31	67.68	6.09
206	1	1998	M520000085000300	23.26	36.44	59.7	5.37
207	1	1998	W010000044001052	13.7	23.31	37.01	4
208	1	1998	S477000000009500	12.13	20.21	32.34	3.34
209	1	1998	H419500000006600	6.82	11.62	18.44	2
210	1	1998	H495000004000300	-75.05	-127.84	-202.89	-21.95
211	1	1997	W380000321000011	52.08	94.96	147.04	16.17
212	1	1997	A180000056001406	56.46	97.87	154.33	15.24
213	1	1997	H045000084003100	26.78	43.47	70.25	5.9
214	1	1997	L10700B000001200	7.98	13.6	21.58	2.05
215	1	1997	S170003007001200	-5.84	-10.33	-16.17	-1.71
216	1	1996	B157005000011600	90.21	176.2	266.41	30.04
217	1	1996	A180000056001406	55.35	102.58	157.93	15.94
218	1	1996	W380000197000001	22.69	43.17	65.86	7.04
219	1	1996	E431000000009100	14.72	29.8	44.52	5.37
220	1	1996	G590001004002100	18.41	32.89	51.3	4.75
221	1	1996	A080000000103700	11	20.2	31.2	3.09
222	1	1996	G590001004002100	1.79	3.23	5.02	0.47
223	1	1995	A268000000003300	134.96	305.93	440.89	59.11
224	1	1995	B157005000011600	100.74	208.87	309.61	35.36
225	1	1995	A268000000003300	40.29	91.32	131.61	17.65

Exhibit A

	Tax Unit	Year	Account No.	Levy Paid	Penalty/Interest Paid	Subtotal Paid	Attorney Paid
226	1	1995	A180000056001406	53.05	104.68	157.73	16.23
227	1	1995	E431000000009100	16.5	35.37	51.87	6.31
228	1	1995	H265000002003800	10.89	22.01	32.9	3.57
229	1	1995	S477000000040600	7.18	17.07	24.25	3.5
230	1	1995	G590001004002100	4.47	8.52	12.99	1.23
231	1	1994	B157005000011600	75.26	165.07	240.33	27.77
232	1	1994	A268000000003300	57.37	136.92	194.29	26.16
233	1	1994	A180000056001406	49.24	103.08	152.32	15.95
234	1	1994	M625500000000600	29.41	64.2	93.61	10.72
235	1	1994	S683000000020800	21.72	46.53	68.25	7.52
236	1	1994	L590000005000500	24.77	50.45	75.22	7.39
237	1	1994	O244500002001800	0.97	2.13	3.1	0.36
238	1	1993	A210000051001900	10.19	23.47	33.66	3.9
239	1	1991	W460002008000900	16.41	44.96	61.37	8.32
240	1	1990	C910000000001600	29.66	81.37	111.03	14.01
241	12	1998	M520000085000300	1.14	1.81	2.95	0.27
242	12	1998	M520000085000300	1.03	1.59	2.62	0.23
243	12	1998	W010000044001052	0.6	1.02	1.62	0.18
244	12	1997	L10700B000001200	0.38	0.66	1.04	0.1
245	12	1996	G590001004002100	0.99	1.77	2.76	0.25
246	12	1996	G590001004002100	0.11	0.17	0.28	0.02
247	12	1995	G590001004002100	0.25	0.48	0.73	0.07
248	1	2010	E660000002001000	140.33	71.1	211.43	26.1
249	1	1999	N80000100B000000	75.85	125.68	201.53	23.56
250	1	1998	N80000100B000000	94.11	167.2	261.31	30.92
251	1	1997	N80000100B000000	67.12	127.31	194.43	23.26
252	1	2007	H120000082001600	3.62	3.34	6.96	0.96
253	1	2006	H120000082001600	20.14	21.08	41.22	5.74
254	1	2005	H120000082001600	20.14	23.49	43.63	6.1
255	1	2004	N120003000001025	18.81	23.2	42.01	5.59
256	1	2004	H120000082001600	11.53	14.83	26.36	3.7
257	1	2003	S430000001001400	1.82	2.48	4.3	0.58
258	1	1988	F225001001001300	12.34	38.99	51.33	7.26

Exhibit B

Accounts needed to be added back to LGBS and netted out of Perdue

	Tax Unit	Year	Account No.	Levy Paid	Penalty/Interest Paid	Subtotal Paid	Attorney Paid	Orginal Payment
1	1	2012	B368001000002600	-119.17	-34.56	-153.73	-23.06	6/30/2014
2	1	2014	C690000001001103	-64.71	-4.53	-69.24	-10.39	2/3/2015
3	1	2013	N340000000216230	-8.75	-1.66	-10.41	-1.56	8/1/2014
	1	2011	N340000000216230	-7.87	-3.23	-11.1	-1.67	6/11/2014
	1	2011	N340000000216230	-146.47	-41.02	-187.49	-28.12	5/29/2013
	1	2010	N340000000216230	-15.2	-5.78	-20.98	-3.15	3/4/2013
	1	2010	N340000000216230	-144	-36	-180	-27	2/14/2012
4	1	2011	R055004000001400	-15.04	-2.86	-17.9	-2.69	8/7/2012
5	1	2011	S055702000017200	-28.68	-13.48	-42.16	-6.33	12/29/2014
6	1	2013	S135000000000401	-35.12	-7.02	-42.14	-6.32	9/9/2014
	1	2012	S135000000000401	-35.9	-11.49	-47.39	-7.11	9/9/2014
	1	2011	S135000000000401	-2.09	-0.88	-2.97	-0.45	7/17/2014
	1	2011	S135000000000401	-7.02	-2.95	-9.97	-1.5	7/1/2014
	1	2011	S135000000000401	-27.57	-10.48	-38.05	-5.71	3/13/2014
7	1	2013	S295000000037130	-65.41	-15.04	-80.45	-12.07	12/9/2014
							(137.13)	

Exhibit C

Accounts needed to be added back to Perdue and netted out of LGBS

	Tax Unit	Year	Account No.	Levy Paid	Penalty/Interest Paid	Subtotal Paid	Attorney Paid	Orginal Payment
1	1	2011	C437001000000200	-264.2	-134.74	-398.94	-59.84	4/28/2015
	1	2009	C437001000000200	-214.28	-160.71	-374.99	-56.25	4/28/2015
2	1	2012	E585000000000100	-4.18	-1.59	-5.77	-0.87	3/19/2015
3	1	2009	J660000000001000	-2.71	-2.04	-4.75	-0.71	4/27/2015
	1	2008	J660000000001000	-26.51	-23.06	-49.57	-7.44	4/27/2015
							(125.11)	

Exhibit D

	Sample No	Account Number	Tax Year	Taxing U	Case Number From Original Data- Provided by Attorney	Attorney Paid Amount	Date Case was Filed	Attorney that Filed Case	Was Attorney Fee Paid to Correct Attorney	Where was Supporting Documenation obtained from	Comments
1	58	P806005000004600	2011	1	T184312C	-18.97	6/28/2012	Perdue	Yes	Odyssey	
2	67	S477000000014200	2008	1	T1864-14F	1.76	12/17/2014	Perdue	Yes	Odyssey	
3	75	W276000000001600	2008	1	T17202A	41.85	10/21/2013	Perdue	Yes	Odyssey	
4	110	C713002000000100	2011	1	T-1402-14-D	12.46	6/30/2014	Perdue	Yes	Odyssey	
5	127	G120001000000200	2014	1	T-3349-14-I	64.94	12/29/2014	Perdue	Yes	Odyssey	
6	152	L268000000001700	2012	1	T-1684-14-D	65.22	7/23/2014	Perdue	Yes	Odyssey	
7	161	M500095002000810	2012	1	T-0172-12-I	47.91	3/1/2012	Perdue	Yes	Odyssey	
8	171	P310800000001200	2013	1	T-2355-14-B	31.39	12/23/2014	Perdue	Yes	Odyssey	
9	184	1003800000025902	2012	1	T-1395-13-J	27.11	5/30/2013	Perdue	Yes	Odyssey	
10	196	A022001000002100	2012	1	BK 13-70083	2.29	7/10/2013	Perdue	Yes	Tax Office	
11	229	A685799000000100	2014	1	BK 14-70427	83.62	12/29/2014	Perdue	Yes	Tax Office	
12	236	B005001001000500	2007	1	BK 13-70538	10.57	10/23/2013	Perdue	Yes	Tax Office	
13	240	B030000005000500	2012	1	T-1328-11-E	37.45	7/25/2011	Perdue	Yes	Odyssey	
14	253	B190027000002500	2013	1	T-0562-14-E	8.61	3/4/2014	Perdue	Yes	Odyssey	
15	320	C070000102000720	2008	1	T-1909-14-G	0.88	12/2/2014	Perdue	Yes	Odyssey	
16	325	C131000000003600	2013	1	T-2451-14-G	227.29	10/27/2014	Perdue	Yes	Odyssey	
17	359	C436000000002400	2010	1	T-0832-14-I	82.51	4/15/2014	Perdue	Yes	Odyssey	
18	380	C655000001001100	2011	1	BK 12-70490	0.44	1/2/2013	Perdue	Yes	Tax Office	
19	435	D600001000022613	2009	1	T-631-11-F	1.06	4/8/2011	Perdue	Yes	Odyssey	
20	451	E330000157000400	2010	1	BK 13-70054	11.49	6/12/2013	Perdue	Yes	Tax Office	
21	453	E330000244000400	2013	1	T-0619-14-E	179.76	3/18/2014	Perdue	Yes	Odyssey	
22	473	E497000000001000	2008	1	T-1383-14-B	12.58	6/26/2014	Perdue	Yes	Odyssey	
23	495	F180000001000600	2013	1	BK 14-70449	3.52	9/29/2014	Perdue	Yes	Tax Office	
24	505	F585001002001900	2012	1	T-1494-12-C	54.05	3/18/2014	Perdue	Yes	Odyssey	See T-0619-14-E
25	527	F585001005001400	2012	1	T-1494-12-C	21.68	6/25/2012	Perdue	Yes	Odyssey	
26	542	F585001006001100	2012	1	T-1494-12-C	21.68	6/25/2012	Perdue	Yes	Odyssey	
27	543	F585001006001100	2011	1	T-1494-12-C	23.55	6/25/2012	Perdue	Yes	Odyssey	
28	569	G570000002003900	2011	1	T-0613-12-J	30.69	2/14/2012	Perdue	Yes	Odyssey	
29	635	I200001000003700	2011	1	T-0436-14-F	4.45	2/14/2014	Perdue	Yes	Odyssey	
30	639	I408799000000205	2010	1	BK 10-70445	213.81	7/16/2010	Perdue	Yes	Tax Office	
31	664	J660000000001000	2008	1	T-1601-12-H	7.48	10/5/2012	Perdue	Yes	Odyssey	
32	668	J816500000005200	2012	1	T-0644-12-E	36.51	5/9/2012	Perdue	Yes	Odyssey	
33	669	J816500000005200	2011	1	T-0644-12-E	39.64	5/9/2012	Perdue	Yes	Odyssey	
34	687	L045000032000901	2010	1	T-2595-13-F	71.6	10/20/2013	Perdue	Yes	Odyssey	
35	702	L107005000001800	2010	1	BK 11-70634	3.21	2/15/2012	Perdue	Yes	Tax Office	
36	703	L11009900A000101	2014	1	BK 14-70427	109.4	12/29/2014	Perdue	Yes	Tax Office	
37	728	L314000000006700	2013	1	T-0374-14-F	9.21	8/6/2014	Perdue	Yes	Odyssey	
38	773	L605000000029510	2011	1	T-1759-12-E	8.68	6/20/2012	Perdue	Yes	Odyssey	
39	795	M015000042000704	2011	1	BK 11-70879	0.09	5/16/2012	Perdue	Yes	Tax Office	
40	827	M355000146001400	2010	1	T-787-10-H	22.07	11/24/2010	Perdue	Yes	Odyssey	
41	830	M355000166000018	2011	1	T-0451-13-J	9.25	8/2/2013	Perdue	Yes	Odyssey	
42	835	M367500000000200	2011	1	T-2447-14-I	37.77	10/23/2014	Perdue	Yes	Odyssey	
43	904	N540099002000501	2009	1	BK 10-70673	2.99	2/2/2011	Perdue	Yes	Tax Office	
44	922	O300002002000500	2007	1	T-2713-12-F	0.76	1/4/2013	Perdue	Yes	Odyssey	
45	928	P105099001000115	2010	1	BK 12-70022	2.91	6/6/2012	Perdue	Yes	Tax Office	
46	943	P330000001000900	2013	1	T-2627-12-G	13.92	3/31/2014	Perdue	Yes	Odyssey	
47	969	P640098015001200	1995	1	T-1655-08-F	10.83	12/15/2008	Perdue	Yes	Odyssey	
48	971	P717012042006000	2012	1	T-1981-14-D	25.49	12/5/2014	Perdue	Yes	Odyssey	
49	981	P935000000004300	2010	1	T-1773-14-J	12.04	7/28/2014	Perdue	Yes	Odyssey	
50	1004	R329500002000900	1999	1	T032114E	10.43	1/30/2014	Perdue	Yes	Odyssey	
51	1011	R400000000015000	2008	1	T-1538-09-B	39.39	6/10/2010	Perdue	Yes	Odyssey	
52	1032	S045500000001300	2006	1	T2598-13J	0.51	8/6/2014	Perdue	Yes	Odyssey	
53	1080	S325500000005000	2003	1	T-626-11-F	37.55	4/7/2011	Perdue	Yes	Odyssey	
54	1116	S477000000028300	1999	1	T053212G	17.69	3/9/2012	Perdue	Yes	Odyssey	
55	1131	S692300000001300	2012	1	T2325-14A	36.23	11/21/2014	Perdue	Yes	Odyssey	
56	1148	S763002000000400	2006	1	T1256-12C	4.02	7/19/2015	Perdue	Yes	Odyssey	
57	1164	T210000242000826	2005	1	T1625-14E	1.3	11/18/2014	Perdue	Yes	Odyssey	
58	1166	T210000254001623	2008	1	BK 12-70175	10.78	6/3/2012	Perdue	Yes	Tax Office	
59	1188	T266207000003600	2010	1	T228009G	37.22	3/28/2014	Perdue	Yes	Odyssey	
60	1250	V055400000000200	2011	1	T050013F	6.2	7/25/2013	Perdue	Yes	Odyssey	
61	1252	V056401000000200	2012	1	T057014H	31.59	3/5/2014	Perdue	Yes	Odyssey	
62	1260	V280099001001203	2004	1	BK 11-70848	3.38	5/2/2012	Perdue	Yes	Tax Office	
63	1265	V305200000003700	2010	1	T113814H	8.3	5/28/2014	Perdue	Yes	Odyssey	
64	1266	V331600000000400	2013	1	T064914F	0.12	3/26/2014	Perdue	Yes	Odyssey	
65	1286	W010000046000400	2011	1	T-1797-14-J	8.4	11/19/2014	Perdue	Yes	Odyssey	
66	1297	W010000046000421	2012	1	T-1797-14-J	5.89	11/19/2014	Perdue	Yes	Odyssey	
67	1314	W010000046000426	2013	1	T-1797-14-J	1.02	11/19/2014	Perdue	Yes	Odyssey	
68	1321	W010000046000427	2012	1	T-1797-14-J	3.70	11/19/2014	Perdue	Yes	Odyssey	
69	1324	W010000046000427	2009	1	T-1797-14-J	5.73	11/19/2014	Perdue	Yes	Odyssey	
70	1344	W010000047000409	2013	1	T-1797-14-J	4.25	11/19/2014	Perdue	Yes	Odyssey	
71	1362	W010000047000415	2013	1	T-1797-14-J	0.45	11/19/2014	Perdue	Yes	Odyssey	
72	1384	W230000059001700	2014	1	T054812E	67.32	5/9/2012	Perdue	Yes	Odyssey	
73	1414	W380000524000017	2010	1	T1345-12G	15.37	4/23/2012	Perdue	Yes	Odyssey	
74	1431	N80000100B000000	1998	1	BK 14-70100	30.92	3/12/2014	Perdue	Yes	Tax Office	
75	1439	A180000033001302	2013	1	T-3246-14-J	2.01	12/22/2014	Perdue	Yes	Odyssey	
76	1493	E439500000000200	2009	1	T-2782-14-C	2.41	11/14/2014	Perdue	Yes	Odyssey	
77	1518	J620000000000600	2014	1	T-2893-14-E	53.24	11/26/2014	Perdue	Yes	Odyssey	
78	1540	L045000034000008	2011	1	T-2023-14-J	5.16	8/27/2014	Perdue	Yes	Odyssey	
79	1572	M385600000000100	2012	1	T-1454-14-E	5.22	7/3/2014	Perdue	Yes	Tax Office	
80	1624	S625000000005405	2008	1	T-390-11-J	5.68	4/24/2014	Perdue	Yes	Tax Office	
81	1642	T220000025002300	2010	1	T-1182-14-E	54.44	4/15/2014	Perdue	Yes	Tax Office	
82	1661	W060000001001000	2008	1	T-1062-14-A	0.17	5/15/2014	Perdue	Yes	Tax Office	
	Tax suit filed by LGBS										
83	1417	W380098398000006	2013	1	T288214D	7.07	11/19/2014	LGBS	No	Odyssey	

AI-51758 **Budget and Management** **7. A.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted By: Veronica Ortiz, BUDGET & MANAGEMENT

Department: BUDGET & MANAGEMENT

Information

CAPTION

Report and approval of emergency transfers for the period of September 1, 2015 through September 30, 2015.

BACKGROUND

Fiscal Impact

Attachments

report

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/15/2015 04:34 PM
Purchasing Department	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Veronica Ortiz		Started On: 10/09/2015 11:08 AM
Final Approval Date: 10/16/2015		

Hidalgo County Non-Agenda Transfers
from September 1 , 2015 - September 30, 2015

Date	JE #	Amount	Department	Reason
09/01/15	153341	$ 59,485.00	IT Countywide	To process payment to TXCUC PO#730535. Auditor's Office is requesting monies be moved to correct object codes. Department is working on getting payment made for 09/08/15 check run.
09/01/15	153342	$ 6,860.05	275th District Court	Transfer needed to fund misc. items for the 275th DC (copier for lease which would include yearly maintenance and supplies, electronic devices such as TV, Blu Ray Player, laptop computer, a projector, pull down screen etc.)
09/01/15	153343	$ 3,600.00	Co. Wide Adm	Transfer needed to fund AL3 Enterprises- Intelli-M Single door add on kit; once PO# 727962 is reclassified we will move funds back to contigency.
09/02/15	153349	$ 1,364.39	Pct. 4 Rd. Maint.	Transfer needed to cover Pct. 4 payment on an invoice.
09/02/15	153350	$ 9,947.93	Co. Wide Adm	Transfer needed for AL3 Enterprises estimate #5365 for purchase of Commissioner's Court audio & video equipment.
09/02/15	153351	$ 45,667.63	Co. Wide Adm	Transfer is needed in above mentioned object code.
09/02/15	153356	$ 3,208.50	Constable Pct. 4	Transfer needed to process an increase for PO#719657 for invoices at Auditor's Office, repairs for Unit#423 from Ivan's Automotive and to cover expenditures for the remainder of the year.
09/03/15	153357	$ 740.00	Master Court	Funds needed for Bailiff to attend seminar in San Antonio for Integrity Translation from Sept. 24 - 26th, 2015.
09/03/15	153408	$ 5,500.00	DA Investigation HB65	As per department request, emergency transfer needed to purchase Criminal Code books and manuals for each Assistant District Attorney. These books and manuals are new editions which contain laws that took effect September 1, 2015.
09/03/15	153409	$ 2,700.00	Probate Court	Transfer needed to cover Probate Court travel expenses.
09/03/15	153370	$ 10,000.00	TXDOT-La Homa SH364(SH495-FM1924)	To fund County's portion on the purchase of parcels and to pay legal invoices. As per department, emergenc transfer needed to allow the Auditor's office to include in next check run 09/08/2015.
09/04/15	153412	$ 175.00	DBM-Flood Control Water Extract 15	To fund increase on PO# 728139- Toilet cleaning, 2-way sink.
09/04/15	153413	$ 1,582.23	Purchasing	As per department request, emergency transfer needed to fund August - December invoices for vendor CTC Distributing, LTD.
09/04/15	153414	$ 1,892.77	Purchasing	As per department request, emergency transfer needed to fund August - December invoices for vendor CTC Distributing, LTD.
09/04/15	153452	$ 518,460.30	CO2009-Pct1	To reverse transfer out to Fund 1315 to fund reclassification of expenditures for Pct. 1 (Funding for Fund 1315 will be from Fund 1345)
09/04/15	153453	$ 518,460.30	Transfer IN-Cert of Oblig 2014	To fund TXDOT for various projects currently under Fund 1315 previously funded through Fund 1339.
09/04/15	153454	$ 885,822.27	CO2014 Pct. 1	To reimburse accounts used for various transfers between Fund 1339 and Fund 1345 for reclassifications of PO's and expenditures. (Pending reclassification of expenditures)
09/04/15	153456	$ 367,361.97	Various	To fund reclassificationof multiple purchases orders for various projects currently under Fund 1339.

Hidalgo County Non-Agenda Transfers
from September 1 , 2015 - September 30, 2015

Date	JE #	Amount	Department	Reason
09/01/15	153457	$ 367,361.97	CO2009-Pct1	To fund reclassification of Pct. 1 expenditures for various projects currently under Fund 1345.(Pending reclassificationof PO's)
09/08/15	153417	$ 5,000.00	389th District Court	Transfer needed to hire services of an interprete for a scheduled murder trail from September 8th - 16th, 2015.
09/08/15	153421	$ 1,300.00	Elections Dept.	Transfer needed by dept. ASAP for hotel and meals check issued by next week
09/09/15	153423	$ 7,420.63	Co. Wide Adm	Transfer needed to place funding in correct object of expense for Requisition#283171 for Knight Security System; for cameras at County Courthouse.
09/09/15	153422	$ 75,420.00	Co. Wide Adm.	Transfer needed for Work Authorization No. 01 for Halff Associates, Inc. on contract CC# C-15-137-04-28 for the design of electrical panels & generators for old courthouse. (Ref. Ai-51236 CC 9/10/2015)
09/09/15	153448	$ 97,500.00	Pct 4 Owassa Rd Project	Transfer needed to fund Pct. 4 share. Interlocal approved on 08-18-2015 AI# 50924; Road improvement Owassa Rd Project (Raul Longoria to Alamo Rd.) County limits 63%
09/09/15	153450	$ 430,381.00	Pct. 4 - TXDot Ware (Mile 5-FM1925)	Transfer needed to correctly classify the project into the correct object code (Per the Auditor's Office). L&G PO# 728311
09/09/15	153447	$ 97,500.00	Pct. 2 Owassa Rd (Raul Longoria-Alamo)	Emergency interdepartmental transfer to fund Pct. 2 Owassa Rd Project (Raul Longoria to Alamo Rd.). Interlocal agreement with the City of San Juan approved by CC 08/18/2015 AI#50924 (County Limits 37%, City Limits 63%)
09/09/15	153449	$ 73,841.22	Pct. 4 Curry Road Project	Transfer needed to fund Curry Road Project (between Tower Rd. and Alamo Rd) due to the fooding (80%) and Wear and Tear (20%). (Estimations by Pct. #4)
09/10/15	153459	$ 800.00	HIDTA US Treasury	Transfer needed to fund longevity for employee#114863.
09/10/15	153458	$ 3,755.16	Safety	Transfer needed to fund misc. items for Safety Division: Tool Boxes, Guards, decals. PO# 729651.
09/11/15	153480	$ 61,283.15	R&B CW Adm	To sweep lapsed salaries into R&B Co Wide Adm-Contingency.
09/11/15	153481	$ 60,563.00	Pct. 1 Rd. Maint.	Transfer needed to fund operating expenditures.
09/11/15	153482	$ 17.90	Pct. 2 Adm	Account will be deactivated by County Auditor
09/11/15	153483	$ 54.00	Pct. 4 Adm	Account will be deactivated by County Auditor
09/11/15	153484	$ 1,833.15	Child Protection Court	Funds needed for the Lease of Xerox Copier to cover the 11 months owed for this year.
09/15/15	153491	$ 13,008.00	Appraisal Fees	Funds needed to pay invoice for the 4th quarter Appraisal Fees Oct. - Dec. 2015.
09/15/15	153549	$ 12.00	449th District Court	Funds needed to cover pending Mountain Glacier Invoices.
09/16/15	153579	$ 425.18	Fire Marshal	Transfer needed to complete Req#00284294 for vendor BullEX.
09/16/15	153578	$ 500.00	Facilities Management	Transfer needed to fund remaining balance of invoice from S.O.S. Emergency Oxygen Inhalators that was placed as a claim on 09/15/2015 through AI-51242.

Hidalgo County Non-Agenda Transfers
from September 1 , 2015 - September 30, 2015

Date	JE #		Amount	Department	Reason
09/16/15	153580	$	367,479.12	Juvenile	Transfer needed to fund July Room & Board Invoices for Juvenile Dept. Invoices are for th following: Weslaco Bootcamp, Weslaco Bootcamp, Weslaco Aftercare, Victoria County, Nueces County, Rite of Passage/Lade Grandburry, Hays County, Cameron County, Dval County, 4m Rockdale, A World for Children, Lutheran Soc. Serv, Pegasus, Cornell, Gulfcost trade and Shoreline.
09/16/15	153577	$	75,420.00	Co. Wide Adm.	Transfer needed to reverse JE153510 CC 09/15/15 AI-51237. We asked for no action to be taken as an emergency transfer was created on 09/09/15 for funds to be in place for Work Authorization No. 01 for Halff Associates, Inc. on contract CC# C-15-137-04-28 for the design of electrical panels & generators for old courthouse. (Ref. AI-51236 CC 09/10/2015)
09/16/15	153581	$	50.00	CCL 5	Transfer needed to cover new contracts approved.
09/18/15	153614	$	113.65	Auditors Office	Need monies to purchase renewal licenses for anti-virus software which expire 10-06-2015.
09/21/15	153630	$	11,063.00	CC & DC E-Filing	Transfer needed to place funding in the correct object code for the purchase of the Courthouse NOC related to e-filing expenditures.
09/22/15		$	68,013.52	Pct. 1 Rd Maint.	Transfer needed to fund pending obligations.
09/24/15	153663	$	340.00	DBM W/C Division	Funds needed for pending invoices with Mountain Glacier for July - August and to cover future water expenditures from Sept. - Dec. 2015.
09/25/15	153670	$	7,085.00	WIC Dept.	Emergency transfer needed to encumber costs on items that are needed for general supplies and R&M services; costs must be encumbered by grant expiration date of 09/30/2015
09/25/15	153699	$	850.00	389th District Court	Funds needed to replace a printer that is no longer working at the court.
09/25/15	153700	$	27.00	275th District Court	Transfer needed to fund the negative balance and projected expenses for the remainder of the year.
09/25/15	153701	$	8.00	430th District Court	Transfer needed to fund the negative balance and projected expenses for the remainder of the year.
09/29/15	153830	$	34,600.50	Justice Court Bldg Security	Transfer needed to reclassify PO#s 725557,725558,726411, 726412, 726413 and 726414 for surveillance cameras in all JP offices. As per Auditor's Office, funds were placed in the wrong object of expense.
09/29/15	153829	$	200.00	CCL#6	Funds needed to pay invoice of bailiff Cesar Gutierrez's bond and for renewal of interpreter license for Court Corrdinator and bailiff.
09/29/15	153870	$	98,493.50	Co. Wide Adm.	Transfer needed for AL3 Enterprises estimate#5113 for administration surveillance camera upgrade. Includes 8 dvrs, 85 tough dog color cameras, 20 tough dog bullet cameras, 4 toughdog cameras with 1 year warranty, 8 toughdog power supply, 4-300ft cat 5e data drop, 210 compression connectors & labor.
09/29/15	153855	$	3,790.50	Co. Wide Adm.	Transfer needed for AL3 Enterprises estimate#5114 for Pct2 licenses to include the following: 20 new Exacq tech License, 23 tech software update 1 year(renewal) & labor.

Hidalgo County Non-Agenda Transfers
from September 1 , 2015 - September 30, 2015

Date	JE #	Amount	Department	Reason
09/29/15	153871	$ 6,840.00	Co. Wide Adm.	Transfer needed for AL3 Enterprises estimate#5503 for redesign of access control system with proper zones and groups.
09/29/15	153857	$ 3,600.00	Co. Wide Adm.	Transfer needed to move excess funds back into contingency; reclassification of PO#727962 (Ref. JE-153343 09/01/2015).
09/29/15	153858	$ 11,995.00	Emergency Mgmt.	To fund the purchase of equipment for emergency vehicles, as requested by Emergency Management staff. As per Purchasing Dept., all equipment is being purchased as an " add-on" to the vehicles.
09/30/15		$ 3,000.00	Fire Marshal	Transfer needed to cover Fire Calls till the end of the year for the Pharr Fire Department.
09/30/15	153866	$ 1,088.41	DBM-Flood Control Water Extract 15	Transfer needed to place funds in correct object code. As per Ms. Elizabeth Cano, from Auditor's Office funds need to be in obj. 605 to process Fastenal invoice.
09/30/15	153865	$ 25.00	DBM	Funds needed to pay for pending invoice and to cover the negative balance.
09/30/15	153867	$ 276.00	CCL # 2	Transfer needed to cover the attendance to an educational seminar (Nov. 1st, 2015) & to pay for criminal defendant's assistance with translation services.
09/30/15	153868	$ 500.00	Facilities Management	Transfer needed to open PO for Matheson for welding supplies (acetylene, oxygen, nitrogen). Additional funds needed for the purchase of a portable AC for the 5th floor @ the Courthouse IT room, current unit is inoperable.
09/30/15	153863	$ 2,320.00	DA Investigation HB65	As per department request, transfer needed to lease storage containers that are necessary to move evidence that is currently being stored at a building that will be remodeled for the Tax Office.
09/30/15	153862	$ 97,500.00	Pct. 2 Owassa Rd (Raul Longoria-Alamo)	To fund Owassa Rd project (Raul Longoria to Alamo Rd) and allocate funding in correct account. Interlocal agreement with the City of San Juan and Pct. 2 & 4 approved by CC 08/18/15 AI#50924 (County Limits 37%, City Limits 63%). Pct. 2 is the lead precint for the project as requested by the Auditor's Office, therefor funding must be in one precinct account.
09/30/15	153864	$ 3,252.20	Fire Marshal	Transfer needed to reclassify PO#724392 for Cosync (yearly license fee).
09/30/15	153869	$ 12.79	DBM- Health Benefits	Funds needed to reclassify expenditure into correct object code (430) as per Auditors Office.
09/30/15	153875	$ 15.00	WIC Dept.	Close of Grant period.

AI-51858 **Purchasing Department** **8. A.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Rudy Salinas, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Commissioner Precinct 4:

Requesting authority to enter into a new 36-month (capital) lease for a Xerox Copier Model WC5945APT through our membership/participation with (DIR) Department of Information Resources awarded vendor, Xerox Corporation [DIR-TSO-3043; Exp. 6/16/19] through Requisition #286072 in the amount of $156.10/month-equipment, Maintenance @ $55.00/month which includes 20,000 B/W impressions and all supplies (except paper) and overages billed @ $0.0045/impression for a total monthly cost of $211.10; effective upon approval and delivery & installation.

BACKGROUND

Final Funding Subject to Approval of AI-51835; 10/27/15

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-466-00-124-077-0-780

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

BUDGETARY IMPACT:

Final Funding Subject to Approval of AI-51835; 10/27/15

FISCAL YEAR: 2015 ACCT. #: 5-1100-466-00-124-077-0-430

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

BUDGETARY IMPACT:

Final Funding Subject to Approval of AI-51835; 10/27/15

FISCAL YEAR: 2015 ACCT. #: 5-1100-466-00-124-077-0-610

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

BUDGETARY IMPACT:

Attachments

Xerox Proposal

DIR Contract Info

Lease Test
I.T. Approval
5945APT Spec Sheet

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	10/16/2015 03:38 PM
Budget & Management	Veronica Ortiz	10/16/2015 03:41 PM
Glinda Pacheco	Glinda Pacheco	10/16/2015 04:43 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Rudy Salinas		Started On: 10/16/2015 01:16 PM
Final Approval Date: 10/16/2015		

Hidalgo County San Carlos Community Center-Xerox Proposal

October 15, 2015



Xerox WorkCentre 5945APT
DIR Contract # DIR-TSO-3043

Xerox WC5945 Multifunction Copier/Printer/color Scan, 200 Sheet SPDH, 4T (4,600 sheets), 100 sheet bypass, 2GB, Network Acc, Server Fax, Internet Fax, data sec (Image Overwrite Encryption, McAfee Enhanced Security, Cisco TrustSec), EIP, scan Kit, PostScript and OFFICEFIN-Office Finisher 50 Sheet Stapler

36 MONTHS LEASE

	MSRP	DIR Discount %	Purchase Price	Monthly Lease Price
Base (WC5945APT)	$18,965.00	73.13%	$5,096.00	$154.12
Wireless Print Kit (Wireless)	$ 99.00	39.39%	$ 60.00	$ 1.98
Equipment Total	**$19,064.00**		**$5,156.00**	**$ 156.10**
Lease Rate Factor				**0.0409**
Monthly Base Maintenance Including All Supplies for 20,000 Prints a month. Ovg. @ $0.0045 (Includes All Supplies Excludes Paper) Contract Includes Delivery & Installation				**$ 55.00**
Equipment Monthly Total (Includes monthly base maintenance $55.00)				**$ 211.10**

Trade In Serial # XEH 804063

xerox

Xerox Corporation

Vendor ID
1604680204
URL
Vendor Website (http://www.portal.xerox.com/texasdir3043)
HUB Type
Non HUB

E-Rate Qualified

DIR Contract Number
DIR-TSO-3043
Contract Term End Date
6/16/2016
Contract Exp Date
6/16/2019

Contact Xerox Corporation

Contact
Lisa Sowell (mailto:lisa.sowell@xerox.com)
Phone
(512) 343-5776
Fax
(512) 343-5705

Contact DIR

Contact
Airy Luangaphay (mailto:airy.luangaphay@dir.texas.gov)
Phone
(512) 463-3018
Fax
(512) 475-4759

Contract Overview

Xerox offers Xerox branded hardware and related services for printers, scanners, Copier, and document management. Additional products and services include: Purchase, lease, rental and Manage Print Services. Customers can purchase directly through this DIR contract. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. Resellers are available for this contract.

Contract Documents

- DIR-TSO-3043 Contract PDF (162.19KB) (http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3043 Contract.pdf)
- DIR-TSO-3043 Appendix A Standard Terms and Conditions PDF (496.98KB) (http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3043 Appendix A Standard Terms and Conditions.pdf)
- DIR-TSO-3043 Appendix B HUB Subcontracting Plan PDF (767.23KB) (http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3043 Appendix B HUB Subcontracting Plan.pdf)

APPENDIX C PRICING INDEX
DIR-TSO-3043
XEROX CORPORATION

Volume Band M2						
Manufacturer, Model, Features, Description	Part Number	No. of Avg. Pages Per Minute (PPM)	MSRP	DIR Customer Discount % from MSRP	Customer Purchase Price EACH/Unit (MSRP-Discount)	Monthly Rental (Includes Maint & Supplies)
Xerox WC 5945 Multifunction Copier/Printer/Color Scan, 200 Sheet SPDH, 4T (4,600 sheets), 100 Sheet Bypass, 2GB, Network Acc, Server Fax, Internet Fax, Data Sec (Image Overwrite, Encryption, McAfee Enhanced Security, Cisco TrustSec), EIP, Scan Kit, PostScript and OFFICEFIN -Office Finisher 50 Sheet Stapler	5945APT OFFICEFIN	45	$18,965.00	73.13%	$5,096.00	$239.95 Includes 20,000 prints. Excess @ $.0045
Equipment Monthly Lease Payment	24 Mo	36 Mo	48 Mo	60 Mo		
	No Bid	$154.12	$120.89	$101.05		

Lease prices require additional Base Maintenance listed below

Annual Maintenance Including all Supplies for Purchase & Leased Device	Monthly Base Maintenance $	Copy Allowance (Number of Copies Included)	Overage Rate (4 decimals)	*CPC for Monthly Base Maintenance (4 decimals)*
Year 1	$ 55.00	20,000	$0.0045	N/A
Year 2	$ 55.00	20,000	$0.0045	N/A
Year 3	$ 55.00	20,000	$0.0045	N/A
Year 4	$ 55.00	20,000	$0.0045	N/A
Year 5	$ 55.00	20,000	$0.0045	N/A

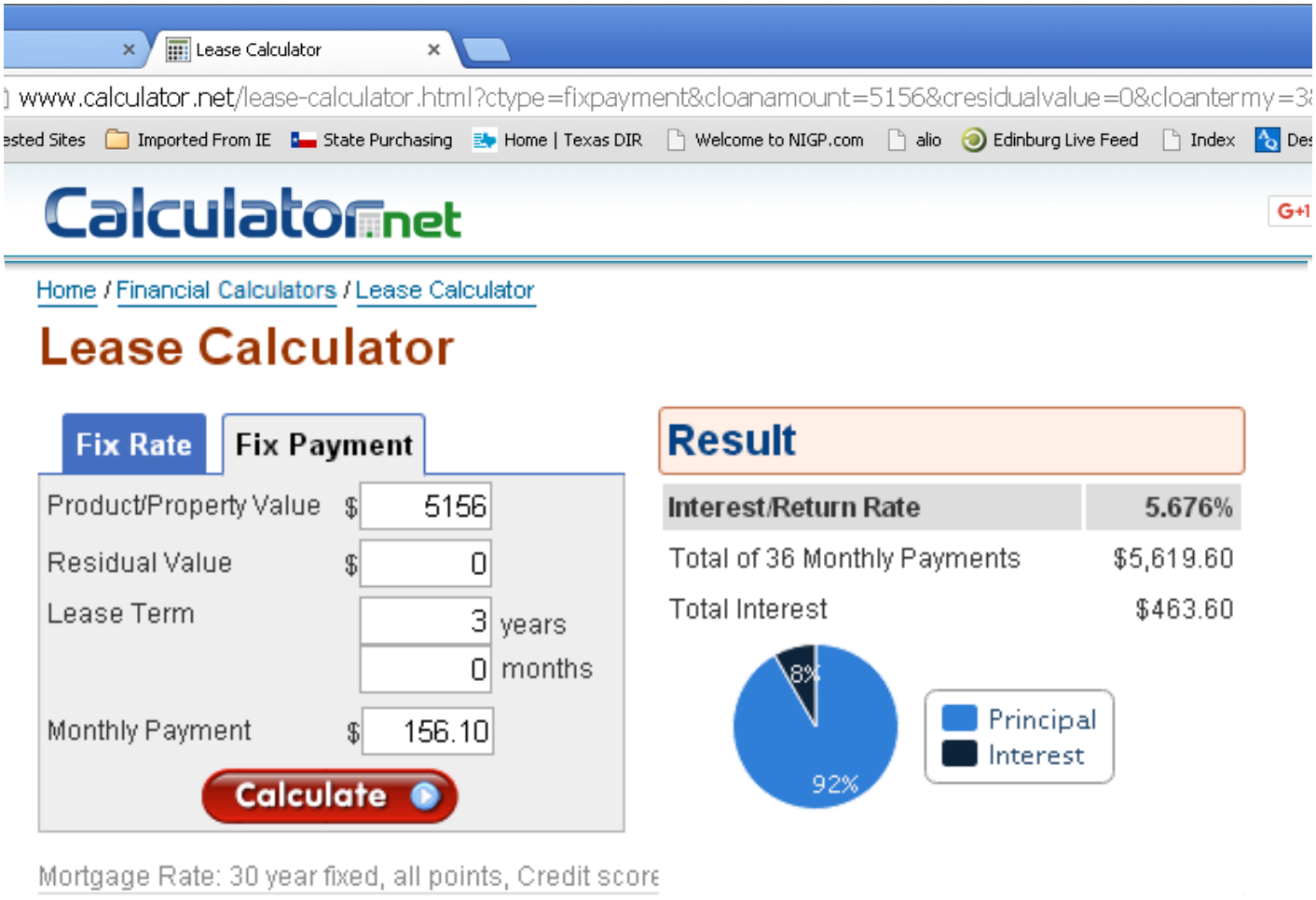
Pooling not available for rental unless thru MPS or bulk buy

Wireless Print Kit		WIRELESS	$99.00	39.39%	$60.00		$2.38
Wireless Print Kit	36 mo	WIRELESS				$1.98	

2015 Capital Lease Versus Operating Lease Test

Tab	CC Date	Dept No.	Install Date	Serial Number	Lease / Property Schedule No.	Req. No.	Asset Module Asset ID No.	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 Mo.'s	Total Principal Pmts Over Lease Term	FMV of Leased Equip. at Lease Inception	Capital or Operating Lease? (Calculated Field)	% Interest
32	10/27/2015	124			Pct 4 - S.C. Cmm Ctr	286072	DIR-TSO-3043	5945APT	$156.10	N	N	36	60	$5,619.60	$5,156.00	Capital Lease	5.676
33														$0.00			
34														$0.00			
35														$0.00			
36														$0.00			
37														$0.00			
38														$0.00			
39														$0.00			
40														$0.00			
41														$0.00			
42														$0.00			
43														$0.00			
44														$0.00			
45														$0.00			
46														$0.00			
47														$0.00			
49														$0.00			
50														$0.00			
51														$0.00			
52														$0.00			
53														$0.00			
54														$0.00			
55														$0.00			
56														$0.00			
57														$0.00			
58														$0.00			
59														$0.00			
60														$0.00			
61														$0.00			
62														$0.00			
63														$0.00			
64														$0.00			
65														$0.00			

2. Enter values in the mandatory fields (green highlight) are entered and the optional fileds (peach highlighted), if available.


Lease Calculator
www.calculator.net/lease-calculator.html?ctype=fixpayment&cloanamount=5156&cresidualvalue=0&cloantermy=3
Imported From IE
State Purchasing
Home | Texas DIR
Welcome to NIGP.com
alio
Edinburg Live Feed
Index
Calculator.net
Home / Financial Calculators / Lease Calculator
Lease Calculator
Fix Rate
Fix Payment
Product/Property Value $ 5156
Residual Value $ 0
Lease Term 3 years
0 months
Monthly Payment $ 156.10
Calculate
Result
Interest/Return Rate 5.676%
Total of 36 Monthly Payments $5,619.60
Total Interest $463.60
8%
92%
Principal
Interest
Mortgage Rate: 30 year fixed, all points, Credit score

Zimbra **rudy.salinas1@co.hidalgo.tx.us**

Re: Xerox County Proposals

From : Renan Ramirez <renan.ramirez@co.hidalgo.tx.us> Fri, Oct 16, 2015 08:57 AM

Subject : Re: Xerox County Proposals

To : Rudy Salinas <rudy.salinas1@co.hidalgo.tx.us>

Cc : gris salazar <gris.salazar@co.hidalgo.tx.us>, Veronica Lopez <veronica.lopez@co.hidalgo.tx.us>

Mr. Salinas,

These specs look good to me! Please proceed!

Renán Ramirez
Chief Information Officer
County of Hidalgo, Texas
956-289-7444

----- Original Message -----
From: "Veronica Lopez" <veronica.lopez@co.hidalgo.tx.us>
To: "gris salazar" <gris.salazar@co.hidalgo.tx.us>, "renan ramirez" <renan.ramirez@co.hidalgo.tx.us>
Sent: Friday, October 16, 2015 8:50:20 AM
Subject: Fwd: Xerox County Proposals

Good morning Gris,

Can you please provide feedback to Rudy Salinas or Liza Lopez regarding the Xerox proposal for the CRC. I really need it on the agenda on Wed CC 10/21/15.
Thanks.

Veronica L. Davis
Pct 4- Budget Analyst II
P (956) 383-3112 Ext 4019
F (956) 381-5905
veronica.lopez@co.hidalgo.tx.us

----- Forwarded Message -----
From: "Rudy Salinas" <rudy.salinas1@co.hidalgo.tx.us>
To: "Damaris Morales" <damaris@xrxinc.com>
Cc: "Veronica Lopez" <veronica.lopez@co.hidalgo.tx.us>, "Liza Lopez" <liza.lopez@co.hidalgo.tx.us>, "Tanya De Lira" <tanya.delira@co.hidalgo.tx.us>, "Matilde Faz" <matilde.faz@co.hidalgo.tx.us>
Sent: Friday, October 16, 2015 8:08:36 AM
Subject: Re: Xerox County Proposals

Damaris, Good Morning!

Yes, this looks great! Please use this format for all future proposals.

Veronica, please use this proposal as part of your backup.

Thank You,

Rudy Salinas
Purchase Order Specialist III

Phone: 292-7000 Ext: 4875
----- Forwarded Message -----

From: "Damaris Morales" <damaris@xrxinc.com>
To: "Rudy Salinas" <rudy.salinas1@co.hidalgo.tx.us>
Cc: "Veronica Lopez" <veronica.lopez@co.hidalgo.tx.us>, "Liza Lopez" <liza.lopez@co.hidalgo.tx.us>, "Tanya De Lira" <tanya.delira@co.hidalgo.tx.us>, "Matilde Faz" <matilde.faz@co.hidalgo.tx.us>
Sent: Thursday, October 15, 2015 4:04:29 PM
Subject: RE: Xerox County Proposals

Rudy

Good afternoon, attached is the revised proposal for the San Carlos Community Center.

Please advise if this is an acceptable format and If I can continue to use it for future proposals. Thank you

Damaris I Morales

Account consultant

XRX Business Consultants

956-682-1820

From: Rudy Salinas [mailto:rudy.salinas1@co.hidalgo.tx.us]
Sent: Thursday, October 15, 2015 11:32 AM
To: Damaris Morales
Cc: Veronica Lopez; Liza Lopez; Tanya De Lira; Matilde Faz
Subject: Xerox County Proposals

Damaris, Good Morning!

I just received a copy of what I'm assuming is a proposal for Pct 4. However, it doesn't specify that it is indeed a proposal and a date is not indicated. I have already provided you with what we require on your proposals and would like for you to revise the one provided to Pct 4 and submit it in a format that cannot be altered or edited once received (preferably Adobe PDF format). See attached sample provided earlier.

Please note that on this sample it is identified as a proposal and the date when it was proposed is indicated. It provides descriptions and part numbers, column totals, lease rate factor, and it separates the equipment total from the maintenance total.

Thank You,

Rudy Salinas, Purchasing Specialist III
Hidalgo County Purchasing Department

2808 South Business Highway 281

Edinburg, Texas 78539
Phone: 956-318-2626 Ext: 4875

Email: rudy.salinas1@co.hidalgo.tx.us

No virus found in this message.
Checked by AVG - www.avg.com
Version: 2014.0.4830 / Virus Database: 4365/10820 - Release Date: 10/14/15

Xerox® WorkCentre® 5945/5955 Multifunction Printer

The WorkCentre 5945/5955 Multifunction Printer is built on Xerox® ConnectKey® Technology. For more information, go to **www.connectkey.com**.



WorkCentre 5945 shown with Office Finisher



WorkCentre 5955 shown with Office Finisher with Booklet Maker

System Specifications	WorkCentre 5945	WorkCentre 5955
Simplex Speed 8.5 x 11 in. / A4 (LEF) 8.5 x 13 to 8.5 x 14 in. / A4 to B4 (SEF) 11 x 17 in. / A3 (A3 SEF) (Bypass Tray will reduce speed by 10 to 20%)	 45 ppm 36 ppm 31 ppm	 55 ppm 36 ppm 31 ppm
Auto Duplex Speed 8.5 x 11 in. / A4 (LEF) 11 x 17 in. / A3 (SEF)	 Up to 45 ipm / 2-sided 22.5 sheets per minute Up to 31 ipm / 2-sided 15.5 sheets per minute	 Up to 55 ipm / 2-sided 27.5 sheets per minute Up to 31 ipm / 2-sided 15.5 sheets per minute
Monthly Duty Cycle[1]	Up to 175,000 pages	Up to 200,000 pages
Recommended Average Monthly Print Volume[2]	Up to 20,000 pages	
Hard Drive / Processor / Memory	Minimum 250 GB / 1 GHz Dual-core / 2 GB system	
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Optional Wi-Fi (with Xerox® USB Wireless Adapter)	
Controller Features	Unified Address Book, Remote Control Panel, Online Support (accessed from the user interface and print driver), Configuration Cloning	
Copy and Print		
Copy and Print Resolution	**Copy**: Up to 600 x 600 dpi; **Print**: Up to 1200 x 1200 dpi, 256 shades of gray	
First-copy-out Time	As fast as 3.7 seconds from the Platen / 7.6 seconds from the Automatic Document Feeder	
Page Description Languages	Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6, XML Paper Specification (XPS®) (Optional)	
Print Features	Print from USB, Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Status, Scaling, Job Monitoring	
Mobile Printing	Apple® AirPrint™, Xerox® PrintBack, Xerox® Mobile Print (Optional), Xerox® Mobile Print Cloud® (Optional), Mopria™ certified, Xerox® Print Service (plug-in for Android™)	
Scan		
Standard	**Destinations:** Scan to Mailbox; Scan to USB, Scan to Email, Scan to Network; **File Formats:** PDF, PDF/A, XPS, JPEG, TIFF; **Convenience Features:** Scan to Home, Single Touch Scan, Searchable PDF, Single/Multi-Page PDF / XPS / TIFF, Encrypted / Password Protected PDF, Linearized PDF / PDF/A	
Optional	**Software Packages:** ConnectKey® for SharePoint®, ConnectKey® for DocuShare®, ConnectKey® Share to Cloud, Xerox® Scan to PC Desktop® Professional, other solutions available through various Xerox Business Innovation Partners	
Fax		
Standard Features	Internet Fax, Fax Build Job, Network Server Fax Enablement	
Optional Features	Fax Forward to Email or SMB, Walk-up Fax (one-line and two-line options, includes LAN Fax, Fax Forward to Email or SMB, Walk-up Fax)	
Security		
Standard Features	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant), Common Criteria Certification (ISO 15408) (undergoing evaluation), Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Identity Services Engine (ISE) Integration, Network Authentication, SSL, SNMPv3, Audit Log, Access Controls, User Permissions	
Optional Features	McAfee Integrity Control, Xerox Secure Access Unified ID System®, Smart Card Enablement Kit (CAC/PIV/.NET)	
Accounting		
Standard Features	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement	
Optional Features	Equitrac Express®, Equitrac Office®, Equitrac Professional®, YSoft® SafeQ®, other network accounting solutions available through various Xerox® Business Innovation Partners	

Xerox® WorkCentre® 5945/5955

Device Specifications				
Control Panel Languages	US English, International English, International French, Italian, German, International Spanish, Dutch, Brazilian Portuguese, Swedish, Norwegian, Danish, Finnish, Turkish, Greek, Russian, Czech, Polish, Hungarian or Romanian, Catalan			
Accessories				
Optional	Envelope Tray Kit (replaces Tray 2) Office Finisher Office Finisher with Booklet Maker Hole Punch for Office Finisher Convenience Stapler (includes Work Surface) Smart Card Enablement Kit Xerox Secure Access Unified ID System® (with USB Card Reader) Walk up Fax (One- or Two-line options, includes LAN Fax) ScanFlowStore® Xerox® USB Wireless Adapter McAfee® Integrity Control Enablement Kit XPS Print Option Kit			
Foreign Device Interface (FDI) (Optional)	Also known as Auxiliary Access Device, this is an interface to third party access control devices, such as coin machines and card readers.			
Electrical Requirements				
North America	Voltage : 110-127 VAC +/- 10 % Frequency: 50/60 Hz +/- 5 %, 15 A			
Europe	Voltage : 220-240 VAC +/- 10 % Frequency: 50/60 Hz +/- 5 %, 10 A			
Power Consumption	**WorkCentre 5945**		**WorkCentre 5955**	
Running (Average) Base Unit with Offset Catch Tray: Base Unit with Office Finisher: Base Unit with Office Finisher with Booklet Maker:	 1,150 watts 1,230 watts 1,230 watts		 1,250 watts 1,330 watts 1,330 watts	
Standby Mode Base Unit with Offset Catch Tray: Base Unit with Office Finisher: Base Unit with Office Finisher with Booklet Maker:	 45 watts 55 watts 55 watts		 45 watts 55 watts 55 watts	
Sleep mode	3 watts			
Ready to Scan and Print (from Power On)	As fast as 230 seconds (3 minutes, 50 seconds)			
Recovery from Low Power	As fast as 4 seconds			
Recovery from Sleep	As fast as 28 seconds			
Operating Environment				
Required Temperature Range	50° to 90° F (10° to 32° C)			
Required Relative Humidity	15 % to 85 %			
Sound Power Levels	Operating 7.1 B(A), Standby: 5.0 B(A)			
Sound Pressure Levels	Operating: 56 dB(A), Standby: 35 dB(A)			
Dimensions and Weight	**Width**	**Depth**	**Height**	**Weight**
Base Configuration with Internal Tray	33.5 in. / 850 mm	26.2 in. / 665 mm	45.3 in. / 1,150 mm	249 lbs. / 113 kg
With Office Finisher	57.9 in. / 1,470 mm	26.2 in. / 665 mm	45.3 in. / 1,150 mm	314.5 lbs. / 142.5 kg
With Office Finisher with Booklet Maker	60.2 in. / 1,530 mm	26.2 in. / 665 mm	45.3 in. / 1,150 mm	349.5 lbs. / 158.5 kg
Work Surface (does not add to overall width with Bypass Tray open)	11.2 in. / 285 mm	–	–	–

Certifications	
	FCC Class A Compliant (US), ICES Class A Compliant (Canada) CSA Listed (UL 60950-1, Second Edition) CB Certified (IEC 60950-1, Second Edition) ENERGY STAR® GOST NOM Blue Angel ECOLOGO® CE Marked Common Criteria (IEEE 2600.2 standard) (undergoing evaluation) EPEAT (United States) GS Mark Citrix® Certified WHQL MEDITECH Cerner To view the latest list of certifications, go to www.xerox.com/OfficeCertifications.
Paper Handling	
Single-pass Automatic Document Feeder	
Capacity[3]	200 sheets
Speed (black-and-white and color)	Up to 105 images per minute (ipm) (simplex) Up to 200 ipm (duplex) black-and-white, up to 160 ipm (duplex) color
Paper Sizes Sensed	4.9 x 5.4 in. to 11.7 x 17 in. / 125 x 138 mm to 297 x 432 mm
Weights	13 lb. bond to 43 lb. bond / 50 gsm to 160 gsm
Bypass Tray	
Capacity[3]	100 sheets
Sizes	Custom sizes: 4.25 x 5.5 in. to 11 x 17 in. / A6 to A3
Weights	16 lb. bond to 80 lb. cover / 60 to 216 gsm
Types	Bond Carbonless Card Stock Envelopes Hole punched Index Labels Letterhead Plain Preprinted Recycled
Trays 1 and 2	
Capacity[3]	500 sheets each
Sizes	Custom Sizes from 5.5 x 8.5 in. LEF to 11 x 17 in. SEF / A5 to A3
Weights	16 lb. bond to 53 lb. bond / 60 to 200 gsm
Types	Bond Card Stock Glossy Hole punched Index Labels Letterhead Lightweight Card Stock Plain Preprinted Recycled Transparencies (Tray 2 only)

High Capacity Tandem Tray	
Capacity[3]	Tray 3: 1,600 sheets Tray 4: 2,000 sheets
Sizes	Standard Sizes: 8.5 x 11 in. LEF / A4
Weights	16 lb. bond to 53 lb. bond / 60 to 216 gsm
Types	Bond Card Stock Glossy Hole punched Index Letterhead Lightweight Card Stock Plain Preprinted Recycled
Envelope Kit (Replaces Tray 2)	
Capacity[3]	Up to 50 envelopes
Sizes	#10 Commercial (9.25 x 4.125 in.), DL, C5
Weights	20 lb. bond to 24 lb. bond / 75 to 90 gsm
Total Capacity	
Device Total Capacity[3]	4,700 sheets
Finishing	
Center Offsetting Tray	
Capacity	Up to 400 sheets of 20 lb. bond / 80 gsm
Office Finisher (Optional)	
Top Tray Capacity **Stacking Tray Capacity**	250 sheets unstapled of 80 gsm 2,000 sheets unstapled of 80 gsm or 1,000 sheets single stapled or 750 sheets dual stapled (8.5 x 11 in. / A4)
Top Tray Sizes **Stacking Tray Sizes**	4.25 x 5.85 in. to 11 x 17 in. / A6 to A3 5.5 x 8.5 in. to 11 x 17 in. / A5 to A3
Weights	16 lb. bond to 58 lb. bond / 60 to 216 gsm
Multiposition Stapling	50 sheets of 20 lb. bond / 80 gsm
Hole Punch (Optional) North America: Europe:	 2-3 Hole Punch 2-4 Hole Punch
Office Finisher with Booklet Maker (Optional)	
Top Tray Capacity **Stacking Tray Capacity**	250 sheets unstapled of 80 gsm 2,000 sheets unstapled of 80 gsm or 1,000 sheets single stapled or 750 sheets dual stapled (8.5 x 11 in. / A4)
Top Tray Sizes **Stacking Tray Sizes**	4.25 x 5.85 in. to 11 x 17 in. / A6 to A3 5.5 x 8.5 in. to 11 x 17 in. / A5 to A3
Weights	16 lb. bond to 58 lb. bond / 60 to 216 gsm
Multiposition Stapling	50 sheets of 20 lb. bond / 80 gsm
Hole Punch (Optional) North America: Europe:	 2-3 Hole Punch 2-4 Hole Punch
Booklet Making Capacity[3]	40 booklets (2-15 sheets per booklet – 20 lb. / 80 gsm or less)
Booklet Making Sizes	Letter – 8.5 x 11 in. / A4 SEF Legal – 8.5 x 14 in. / B4 SEF Ledger – 11 x 17 in. / A3 SEF
Saddle-stitch Stapling	2-15 sheets / 8 – 60 page booklet 16 lb. bond to 24 lb. bond / 60 to 90 gsm
Folding	1-15 sheets / unstapled
Convenience Stapler (Optional - Includes Work Surface)	
Capacity[3]	50-sheet stapling 5,000 staples Requires a separate power outlet

Copy	
First-copy-out Time	As fast as 3.7 seconds from the Platen / 7.6 seconds from the Automatic Document Feeder
Sides (input:output)	1-1, 1-2, 2-2, 2-1
Quantity	1 to 9,999
Resolution (max.)	Scan: Up to 600 x 600 dpi; Print: Up to 1200 x 1200 dpi, 256 shades of gray
Reduction / Enlargement	Variable zoom from 25% to 400% in 1% increments
Concurrency	Program-ahead to allow job to be initiated while initial job is processed (Copy, Print, Fax and Scan)
Copy Features	Annotation and Bates™ stamping (with color capability and font size adjustment) Authentication for Services Auto Paper Select Auto Reduction & Enlargement to fit selected paper size Auto Tray Switching Automatic 2-sided / Duplex Booklet Creation Build Job: (Enables page-level programming and also lets you proof each section or delete last section as the job is built) Collation Covers (Front only, front and back, back only, printed inside and out: Blank or Printed) Dividers (blank) Edge Erase Features Help (Intuitive text and graphic descriptions) ID Card Copy Image Quality Adjustments Image Shift (with Auto Center option) Invert Image (negative or mirror image) Large Job Interrupt Multi-up (up to 15 columns by 15 rows) Sample Set Save Job Settings Stapling Transparencies
Xerox® Copier Assistant®	Xerox® Copier Assistant® (XCA) Software provides a PC-based alternative to the user interface touch screen. Used in conjunction with a customer-supplied PC attached via the USB port, this software supports text-to-speech, screen magnification and easy PC keyboard access to basic and advanced copy features. Section 508 compliant. For more information or to download Xerox® Copier Assistant for free, visit www.xerox.com
Print	
First-print-out Time	As fast as 7 seconds
Print Resolution	Up to 1200 x 1200 dpi, 256 shades of gray
Print Features	Application Defaults Banner Sheet Enable / Disable Bi-directional Status Cover Selection Delay Print (specific time) User Permissions Image Options (Toner Saver, Resolution (Standard, Enhanced, High) Job Identification (Print ID or Banner, Print ID in margins on first page only or all pages) LAN Fax (requires optional Fax Kit) Layout / Watermark (N-up (up to 16 pages per sheet), Multi-up, Booklet layout / finishing, Fit to new paper size) Overlays Paper Selection by Attribute Sample Set Saved Job Secure Print with Timed Deletion Special Pages (exception page programming: covers, inserts, exception pages) Store and Recall Driver Settings Sustainability Features (Xerox® Earth Smart Settings, Duplex, N-up, Turn-off Banner and Print ID, Smart Sample Set, Hold All Jobs)
Print from USB	Allows walk-up printing from Type A USB port on front panel Supports direct printing from computer via Type B USB port Supported file formats: PDF, JPEG, TIFF, PS, XPS[4], PCL
Operating Systems	Microsoft® Windows® XP SP3 (32- and 64-bit) Windows Server 2003 (32- and 64-bit) Windows Server 2008 and R2 (32- and 64-bit) Windows Server 2012 and R2 Windows Vista SP2 (32- and 64-bit) Windows 7 (32- and 64-bit) Windows 8 (32- and 64-bit) Windows 8.1 (32- and 64-bit) Mac OS 10.7, 10.8, 10.9 Linux® Redhat® Fedora® Core 19 x86 Ubuntu® 13.10 x64 openSUSE® 13.1 x64

Network Protocols	TCP/IP: HTTP/HTTPS, Internet Printing Protocol, LPR/LPD, Raw Socket Printing/Port 9100, IPv4/IPv6,WSD NetWare: Bindery and NDS IPX/SPX, NDPS®/NEPS (with Server Gateway) AppleTalk®: EtherTalk® Microsoft Windows Networking over IP Apple® Bonjour® IPv6 Secure FTP Most protocols not in use can be disabled
Administrative Protocols	DHCP, BOOTP, SNMP, WINS, SLP® v2, HTTP, HTTPS, DHCP Autonet, SSL, NTP, DNS, SSDP
Fonts	PCL: 93 scalable fonts, line printer and bitmap font (including Cyrillic font support) PostScript 3: 173 Type 1 fonts, 2 Multiple Master fonts
Xerox® Mobile Express Driver®	Makes it easy for mobile users to find, use and manage Xerox® and non-Xerox® devices in every new location. Plug into a new network, and Xerox® Mobile Express Driver automatically discovers available printers and provides status and capability information. Save a list of "favorite" printers for each location, store application print settings for use on any printer in any network, and greatly reduce mobile support calls to IT.
Xerox® Global Print Driver®	A truly universal print driver that lets IT administrators install, upgrade and manage Xerox® and non-Xerox® devices from a single driver. It provides a consistent, easy-to-use interface for end-users, reducing the number of support calls, and simplifying print services management.
Xerox® Pull Print Driver	Makes it easy for IT managers to qualify, deploy and manage all print devices using a single driver in a Pull Print environment. Uses a single queue and single driver. The Xerox® Pull Print Driver extends convenience across a broad range of printing assets. IT administrators no longer need to manage and configure multiple drivers. Used in conjunction with Xerox Secure Access Unified ID System®, Equitrac Office®, Ysoft® SafeQ®, Pharos® and others.
Print Solutions	
Xerox® Mobile Print Cloud (Optional)	Xerox® Mobile Print Cloud addresses the needs of businesses with a mobile workforce and puts you ahead of the evolving mobile print need, but without burdening staff, budget or infrastructure. Getting started takes only a few minutes via the cloud. Print from any mobile device to nearly any brand of printer. Accurate printing with true Microsoft® Office® rendering and more. Print what you need, when, where and how you need it.
Xerox® Mobile Print Solution (Optional)	Xerox® Mobile Print Solution is an ideal choice for sites that have additional requirements for control and security with an onsite server. Xerox® Mobile Print Solution allows users to print from most mobile devices to nearly any brand of printer or MFP without drivers or added complexity. Simply enter a release code (PIN) at the device and get accurate printing with true Microsoft Office rendering and more to use with your server for private, onsite deployment.
Unified Address Book	
Features	Services supported: Fax, Internet Fax, Email, Scan to Maximum contacts: 5,000 Contacts: Supports 1 or more destinations Favorites for quick access of fax numbers, emails, etc.
Scan	
Concurrency	Scan while the system is printing, copying, or while it is transferring scan to network or fax jobs (priority is for return of scanned originals and printing concurrent jobs)
Input Speed	Scan at up to 160 ipm color scanning and 200 ipm black-and-white scanning – 8.5 x 11 in. / A4 LEF
Resolution	72 x 72 dpi to 600 x 600 dpi Bit Depth: 1-bit (black-and-white), 8-bit (grayscale), 24-bit (color)
Maximum Scan Area	11 x 17 in. / A3
Scan Template Management	Support 250 scan templates Create Xerox® CentreWare® IS scan templates and share via device cloning to other MFPs Confirmation sheet options
Network Protocols	sFTP, FTP, SMB, NetWare, HTTP, HTTPS
File Compression	Color TIFF (TIFF 6.0 or TTN2 with JPEG, LZW) Black-and-white TIFF (G3MH, G4 MMR compression - single or multiple pages) Searchable PDF and PDF/A (MRC, JPEG, G3 MH, G4 MMR, JBIG 2 Huffman, JBIG Arithmetic Compression, Deflate (for Black-and-white and within MRC)) Linearized PDF / PDF/A
Document Management Fields (Meta Data)	Features only available in Network Scan to File Templates: • 1 to 6 user programmable metadata fields per network scan to file templates and unlimited fields within the template – Metadata field consists of field name, default value and other configurations • Customized fields viewed on user interface for variable data input
Scan Features	Mixed Size Originals Scan Build Job Compression Quality / File Size Control Original Type (Photo and Text, Photo, Text, Map, Newspaper / Magazine) Auto Background and Shadow Suppression Size for Size (for mixed size originals) TWAIN Support / WIA Support Bound Originals Edge Erase Reduction / Enlargement Single Touch Scan buttons (up to 10)

Scan to Email (Standard)	
Scan Features	• Email signatures (6 lines each of 128 character max), email message body (user configurable), email CWIS confirmation sheet options • Scan to Email S/MIME Encryption • Email signing (requires Smart Card option) • Auto send to self
Directory Access	Address list via LDAP (Windows Archive Directory, Exchange, Notes, Domino) Downloaded address list (comma-separated file format) Utilizes the Unified Address Book
Scan to… (Standard)	
Features	Scan to USB Scan to Network Folder (uses Unified Address Book entries)
Network Scanning – Software Solutions	
Xerox® Scan to PC Desktop® Professional (Optional)	A desktop offering that provides advanced document imaging, archiving, editing and organization tools: • PaperPort Professional image viewing and file management software – Complete PDF functionality – Secure PDF workflow of all scanning applications • OmniPage Pro Office (for desktop/client installation) – Professional OCR software for digital archiving and document conversion • Image Retriever – provides fully automated retrieval of scanned images direct from a scan enabled Xerox® WorkCentre to individual desktops. Also includes email inbox polling capability
Xerox® ConnectKey® for SharePoint® (Optional)	Xerox® ConnectKey for SharePoint simplifies and streamlines the way you scan, capture and store your paper-based documents. Using your Xerox® MFP, you can route documents directly into the precise document repository folder, just like you would from your PC. At the MFP, you can browse to the folder, name the document, and add any key indexing information before you scan. With the flexibility to capture and route to SharePoint as well as Windows folders, ConnectKey Technology is the right solution for any office that needs to archive and share paper-based documents.
Xerox® ConnectKey Share to Cloud (Optional)	Xerox® ConnectKey Share to Cloud provides organizations with powerful, easy and secure document scanning capabilities that connect your Xerox® MFP to popular cloud services and email, such as Google Docs™, SalesForce.com, Office 365 and Dropbox™ and gives employees anytime, anywhere access to their most important documents using mobile devices.
Xerox® ConnectKey® for DocuShare® (Optional)	Xerox® ConnectKey for DocuShare, a one-step scan-to-workflow solution, simplifies the process of incorporating hard copy content into enterprise document flows. Users can easily scan documents directly into a DocuShare collection or Windows folder via a multifunction printer (MFP).
Security	
Features	• Expanded Authentication – Network authentication to access device and/or device services via- Kerberos (UNIX / Windows Server 2003 / Windows Server 2008), SMB (Windows 2000 / Windows Server 2003 / Windows Server 2008), NDS, LDAP – Xerox® Secure Access – Local Authentication (internal database) – Smart Card authentication -144k CAC / PIV Card Support (2048 bit certificate key) / .NET • Secure Data – Digitally signed PDF (when using Smart Card authentication) – Encrypted Scan to Email – Encrypted / Password Protected PDF (Email and Network Scan Templates only) – Secure Print (up to 10 digit PIN or Network Authentication) – Immediate Image Overwrite – On Demand Image Overwrite (Scheduled, Manual), includes sanitation of unused area of disk – FIPS 140-2 256 bit Hard Disk Encryption • Expanded Authorization – SA access based on network credentials – Authorization per user per service – User Permissions required to access Print and Print Features (e.g. color access, or time restrictions) reflects in the print driver • Secure Network Access • IP Filter, IPsec, IPv6, SSL v3.0, SNMPv3, HTTPS, 802.1X, Cisco® TrustSec Identity Services Engine integration (optional), Device Security – McAfee® Embedded Security, Port disablement including USB ports, Audit Log, Hide Print Job Names, , McAfee Integrity Control (optional) • Common Criteria Certification ISO 15408 (undergoing evaluation)
Xerox Secure Access Unified ID System® (Optional)	Xerox Secure Access Unified ID System integrates your Xerox® multifunction printers with your existing employee/student ID PIN or badge providing a flexible and convenient authentication system. Allow your staff, employees or students to send documents to a centralized print server. Then, at any multifunction printer on the network, they'll simply log in with a swipe of their magnetic or proximity ID card or their PIN to securely print their job. For more information, go to www.office.xerox.com/software-solutions
Fax	
Network Server Fax Features	
Compatibility	ITY (CCITT) group 3 Various Xerox® Business Innovation Partner Solutions
Maximum Scan Area	11 x 17 in. / A3
Fax Send Features	One- or two-sided scanning (up to 11 x 17 in. / A3) Add to send list (50 numbers maximum) Build Job, Favorites, Delay send (specific time) Original type (photo, text or photo and text)

Fax Print Features	One- or two-sided printing, staple, Secure Print
Transmission Resolution	Superfine: 400 x 200 dpi (Scan at 600 x 600 dpi) Fine: 200 x 200 dpi Standard: 200 x 100 dpi
Internet Fax Features	
Capability	Direct print-ready document transmission to remote Internet Fax machines or email clients (SMTP) Reception and automatic printout of documents sent via email from remote Internet Fax machines or email clients
Address Directory Access	Send: Multi-page TIFF, PDF, PDF/A Receive: TIFF, MTIFF, PDF, PDF/A, PS, text, PCL, PRN, JPEG
Resolution	72 x 72 dpi to 600 x 600 dpi Bit Depth: 1-bit (black-and-white)
Network Protocols	SMTP (send), POP3 (receive)
Compliance	ITU-T T.37 compliant
Walk-up Fax Features (Optional (Customer-installable) – 1 and 2 lines)	
Compatibility	ITU (CCITT) Group 3
Speed / Modems	One or Two V.34 modems: 33,600 bps. Less than 4 seconds per page transmission time ATA analogue terminal adapter utilizing T38 (optional)
Compression / Speed	MH/G3, MMR/SG3
Resolution	**Walkup Send:** Standard: 200 x 100 dpi Fine: 200 x 200 dpi Superfine: 600 x 600 dpi **Receive:** Accepts all sizes
Fax Send Features	LAN Fax (fax from print driver) Auto fax transmission reduction Page-by-page job status at the machine Delay start, Build Job, Favorites Automatic memory resend Automatic cover sheets PSTN Fax Device Address Book (up to 1,000 contacts)
Fax Receive Features	One- or two-sided printing Stapled or unstapled Receive print mode – Manual (size, margin, stock, header) / Auto Output tray selection Up to 200 password protected mailboxes Secure receive Receive timestamp Auto answer delay
Fax Forward	Forward to Email or SMB Location Fax forward on receive only
Fax Reports	Activity, Dial directory, Group directory, Transmission confirmation, Pending fax, Options report, On demand overwrite report, Mailbox report, Broadcast report
Auto Dialing	Speed Dials: 5,000 total (one- or two-line options) Group Dials: Up to 200 groups with up to 400 recipients per group (one- or two-line options) Auto Redial: Up to 14 attempts (per country requirements) • 1 to 25 minute intervals • Batch send (up to memory capacity)
Device Management	
Management Support	SNMP Version 1. SNMP Version 2c and SNMP Version 3 trap over TCP/IP and IP MIB access (IETF-MIBII RFC 1213), Host Resources MIB RFC 2790, Printer MIB RFC 1759 v.2
Xerox® CentreWare® Web	A Web-based server application for network administrators that permits Web browser-based device management from any workstation, whether running Windows, UNIX or any other operating system: • Works with any SNMP-managed printer from any manufacturer. • Provides help with device discovery and installation, health checks and troubleshooting, and device upgrades, as well as basic accounting and asset management. • Requires Windows XP, Vista or Windows 7 and Internet Explorer 6.0 and higher. • CentreWare Integration available for Tivoli® NetView®, Unicenter TNG®, Microsoft Management Console (MMC), HP® OpenView®
Novell NDPS/NEPS	Server gateway application: centralized management tool.

Xerox® Device Manager	Xerox® Device Manager collects and manages the data that drives fact-based decisions for your enterprise device management environment. It is a single tool to install print queues and configure, manage, monitor and report on both networked and locally connected devices – regardless of vendor – across your enterprise. Xerox® Device Manager provides: • Device monitoring and troubleshooting • Extensive reporting and discovery of new devices • Usage collection, chargeback and billing capabilities
Xerox® Device Types for SAP Environment	Xerox, together with SAP through our Gold-level membership in the SAP Printer Vendor Program, provides seamless connectivity between SAP systems and your Xerox® printers and MFPs. And as an SAP customer you benefit from having SAP-certified Xerox® device types available right from SAP's online delivery model. SAP-certified device types for Xerox® printers and MFPs are available to download. www.office.xerox.com/software-solutions
Xerox® SAP R/3 Intelligent Barcode Utility (optional)	Provides built-in process intelligence that allows the printing of barcodes on any appropriately configured PostScript printer in specific versions of SAP environment and within Latin-1 (ISO8859-1) SAP system code pages only. Used in conjunction with Xerox® PostScript Device Types for SAP environment and Xerox® Font Center Barcode Fonts. Information available at www.office.xerox.com/software-solutions
Xerox® Barcode Pro PS (optional)	Enables intelligent PostScript printing on Xerox® multifunction systems by storing Xerox software, as well as, the barcode fonts on the printer hard disk. Enables the printing of barcodes from any application (SAP client or mainframe) that supports PostScript printing. Information available at www.office.xerox.com/software-solutions
CentreWare Internet Services – Integrated Web Pages Provided by the Device	
Device Status	Web server embedded in Network Controller: • Tray status/contents • Consumables status • Alerts Remote Control Panel
Job Submission	Print ready files: PS, PCL, TIFF, PDF, JPG, XPS[4], TXT, PRN Output feature selection (2-sided, output color, collate, orientation, staple, hole punch, folding, output destination) Delivery options (Immediate, sample set, delay and secure, Save job or reprint)
Device Administration	Allows simple, remote installation setting of configuration options and management of the device
Browsers	Internet Explorer 7.x, 8.x, 9.x Safari 5.x Mozilla Firefox 4.x, 5.x, 6.x, 7.x, 8.x, 9.x, 10.x, 11.x Opera 11.x Chrome 12
Support	Install print / scan drivers and online support available via web page
Languages Supported	International English, International French, Italian, German, International Spanish, Dutch, Brazilian Portuguese, Swedish, Norwegian, Danish, Finnish or Russian, Simplified Chinese, Korean, Japanese
Remote Services	
Xerox® MeterAssistant®	Automates the process of collecting and submitting meter reads for tracking and billing of Xerox device usage. Eliminates the need for time-consuming end-user involvement and ensures that meter reads are submitted to Xerox on time.
Xerox® SuppliesAssistant®	Automatically orders supplies for Xerox output devices based on actual usage, eliminating the need to manually manage supplies inventory.
Xerox® MaintenanceAssistant	Offers a fast (and free) way to resolve potential issues and receive assistance and automate the troubleshooting/repair process. Diagnostic data is sent to Xerox, allowing for problems to be solved faster with increased uptime.
Accounting	
Xerox® Standard Accounting (Standard)	
Tracking	Copy, Print, Fax, Scan and Email usage
Accounting	Up to 2,497 User accounts (User ID) Up to 500 General accounts (Client) Up to 498 Group accounts (Department)
Features	• Administrator can manage the feature via the Web User Interface or device control panel in tools • Administrator has the ability to import or export user accounts, Group Accounts, General Accounts and User limits via an industry standard CSV file
Accounting Options – Network Accounting – Third Party Enablement	
	• Enhanced network accounting with up to the minute data on how the system is being used • Comprehensive management and enterprise scale tracking and reporting of device usage of copy, print, scan and server fax • Numerous solutions are available through Xerox Business Innovation Partners. For details visit www.xerox.com • Security enhancements with the addition of HTTPS protocol support • WorkCentre requests account authentication from third party server enabling larger databases of users and accounts • Accept Authentication Login at control panel and pass to third party Networking Account Interface with third party accounting terminal for accounting user interface

Xerox® WorkCentre® 5945/5955

Supplies	Description	Quantity	Part Number
Toner Cartridge	Includes 2 Toner Cartridges	88,000 pages[5] (44,000 pages each)[5]	006R01604
Toner Cartridge (sold)	Includes 2 Toner Cartridges	88,000 pages[5] (44,000 pages each)[5]	006R01605
	Office Finisher with Booklet Maker – saddle-stitch stapling	2,000 per cartridge (8,000 staples)	108R01158
	Convenience Stapler – Complete Cartridge – Refill Cartridge	 5,000 per cartridge 5,000 per cartridge (15,000 staples)	 008R12964 008R12941
Smart Kits®			
Fuser Module	North America: Europe:	350,000[5] 350,000[5]	109R00847 109R00848
Print Cartridge	Includes xerographic drums, developer module, including dual auger ring, toner despense, toner concentration sensor, development roll, trim bar and developer material	200,000[5]	013R00669

[1] Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.
[2] Expected regular monthly throughput
[3] Paper capacities are based on 20 lb. / 75 gsm stock; capacities will vary with different weight stocks.
[4] XPS option is required to print XPS files.
[5] Average standard pages. Declared Yield in accordance with ISO/IEC 19752. Yield will vary based on image, area cover and print mode.

Return spent imaging supplies through the Xerox® Green World Alliance collection/reuse/recycling program. For more information, visit **www.xerox.com/about-xerox/recycling**.

For more information, call **1-800-ASK-XEROX** or visit us at **www.xerox.com/office**.

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W5QSS-01UC

AI-51778 **Purchasing Department** **8. B.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marcie Jackson, COMM. PCT. #1

Submitted By: Moises Salazar, PURCHASING DEPT.

Department: COMM. PCT. #1

Information

CAPTION

Ratification of fully executed Change Order No. 6 in connection to contract No. C-14-362-10-28 with 2GS, LLC for the project: -Hidalgo County Precinct #1 -SIOUX ROAD PAVING & DRAINAGE IMPROVEMENTS PROJECT [from Tower Road to Val Verde Road] as recommended by Mr. Raul Sesin, P.E.

BACKGROUND

Additional 60 calendar days for project completion.

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1XXX-431-00-121-183-0-721

FUNDS AVAILABLE Y/N?: YES MATCHING FUNDS Y/N?: NO

BUDGETARY IMPACT:

Additional costs to project = $0.05
Time extension = 11
PO# 717811

Attachments

Ch Ord 6 -2GS LLC -Pct 1 Sioux Rd Paving...

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	10/15/2015 03:50 PM
Budget & Management	Veronica Ortiz	10/15/2015 04:01 PM
Glinda Pacheco	Glinda Pacheco	10/16/2015 10:56 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Moises Salazar		Started On: 10/14/2015 08:27 AM
Final Approval Date: 10/16/2015		

CHANGE ORDER NUMBER ~~FIVE~~ SIX (6)

Project: **SIOUX ROAD PAVING AND DRAINAGE IMPROVEMENTS (FROM TOWER RD TO CITY/COUNTY LIMITS)**

DATE OF ISSUANCE: September 24, 2015 EFFECTIVE DATE: _____

OWNER: **HIDALGO COUNTY PRECINCT NO.1**
OWNER'S CONTRACT NO: C-14-362-10-28

CONTRACTOR: **2GS, LLC**
P.O. BOX 595
PENITAS, TEXAS 78576

ENGINEER: **Raul E. Sesin, P.E,**
Planning Administrator
Hidalgo County Planning Department
1304 South 25th Street
Edinburg, Texas 78539

You are directed to make the following changes in the Contract Documents.

Description:

1. Add 1.5% Lime Treated Caliche Base in the Amount 13,449 SY @ $0.75 = $10,086.75
2. Remove Biaxial Geogrid 1200 in the Amount 7,759 SY @ $1.30 = $10,086.70
3. Add one (1) Rain Day and ten (10) Days for the Continuing Construction delay due to conflicting AT&T work schedule.

Reason for Change Order:

1. To remove unused Biaxial Geogrid 1200 from Alternate #3 and add 1.5% Lime Treated Caliche Base from Bid Item 2
2. 1 Day(s) - Inclement Weather Delays
3. 10 Day(s) - Continuing Construction delays due to conflicting work schedule with AT&T.

Attachments:

CHANGE IN CONTRACT PRICE:		CHANGE IN CONTRACT TIME:	
Original Contract Price $ 834,313.55		Original Contract Time for Substantial Completion:	130 calendar days or dates
Net Changes from previous Change Order $ 36,580.70		Net Change from previous Change Orders	198 calendar days
Contract Price prior to this Change Order $ 870,894.25		Contract Time prior to this Change Order Substantial Completion:	328 calendar days or dates
Net Increase(decrease) of this Change Order $ 0.05		Net Increase(decrease) of this Change Order	calendar days 11
Contract Price with all approved Change Orders $ 870,894.30	Net % increase(decrease)from original contract price. 0.00%	Contract Time with all approved Change Orders Substantial Completion:	339 calendar days or dates

RECOMMENDED:
By: _____
Enigineer (Authorized Signature)
Date: 10/02/15

APPROVED:
By: _____
Owner (Authorized Signature)
Date: 10-8-15

ACCEPTED:
By: _____
Contractor (Authorized Signature)
Date: _____

Exhibit E-B

AI-51489 **Purchasing Department** **8. C.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Sandra Montalvo, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Requesting authority to advertise and approval of procurement packet [i.e. requirements, legal notice,draft requirement agreement, etc.] as attached hereto for: Hidalgo County Precinct No. 3 (Alton-Palmview-Granjeno)-"Emergency Ambulance Services for Unincorporated Areas In Pct 3" [on an " as needed basis] RFP No.: 2015-260-SMA including the re-advertising of project in the event No acceptance responses are received and / or are rejected and project is still required.

BACKGROUND

Proposed schedule of events:
1st advertisement: Oct. 31 , 2015
2nd advertisement: Nov. 07, 2015
Acceptance Opening date: November 18, 2015

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 1100-421-53-123-041-0-339

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

BUDGETARY IMPACT:

Services are on an "As Needed Basis"

Funds are not needed at this time, as per dept., because this is only for the procurement process.

Attachments

DEPTS APPROVAL OF REQUIREMENTS
Legal notice
Requirements
draft contract

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	10/08/2015 11:45 AM

Budget & Management	Debbie Tamez	10/08/2015 02:32 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Sandra Montalvo		Started On: 09/22/2015 02:50 PM
Final Approval Date: 10/16/2015		

Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Requirements/Specifications)

TO: **Hon. Joe Flores, Commissioner Pct. 3**

ATTN: **Dr. Mona Parras/Norma Ceballos** **via email:** norma.ceballos@co.hidalgo.tx.us **via email** mona.parras@co.hidalgo.tx.us

FROM: Sandra Montalvo, Buyer II
Hidalgo County Purchasing Department

DATE: **August 7, 2015**

RE: Approval of REQUIREMENTS for:RFP.: 2015-260-00-00-SMA-**HIDALGO COUNTY PRECINCT No. 3** "*Emergency Ambulance Services for Unincorporated Areas in Pct 3 (Alton-Palmview-Granjeno)*"

Please review the attached **draft REQUIREMENTS and EVALUATION & SELECTION CRITERIA** and indicate if they meet all your requirements by selecting **APPROVE, DISAPPROVE (or) APPROVED WITH MODIFICATIONS** and signing below. If your answer is **DISAPPROVE,** please make any modifications necessary to the requirements & Evaluation Criteria and return the information to sandra.montalvo@co.hidalgo.tx.us.

In addition, the precinct probably already has an open Purchase Order (P.O.) for advertisement; please provide me with that PO#, I will need it for the agenda item.

If you have any questions, please call me at (956) 318-2626 ext# 4865.

APPROVE ☑	**DISAPPROVE** ☐
APPROVED with MODIFICATIONS ☐	

FUNDS AVAILABILITY: ✓ YES / _____ NO/ _____ Other: _____

(Specify) _____

BUDGET ACCOUNT #: _____

_____

P. O No.: _____

	Dr. Mona R. Parras	Pct. 3	9/11/15
AUTHORIZED SIGNATURE	**PRINT NAME**	**DEPARTMENT**	**DATE**

Submit this form to the Hidalgo County Purchasing Department, via e-mail: sandra.montalvo@co.hidalgo.tx.us **by no later than Friday, August 14, 2015 10:00 A.M.**

Enclosures

REQUEST FOR PROPOSALS (RFP)

Hidalgo County Precinct No. 3

"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)"

RFP **№: 2015-260-00-00-SMA**

RFP Due Date:_____**, 2015**

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department

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1. Sealed Proposals will be received for **"Hidalgo County Precinct No. 3-*"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)",*** 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 Proposals.

2. **One (1) original, seven (7) copies** of all **Proposals** are required with the proposers 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:- 2015-260-00-00-SMA-"*****Hidalgo County Precinct No. 3-*"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)"*** and in County's Purchasing Department, Physical Location: 2802 S. Business Hwy. 281 Postal/ Mailing: 2812 S. Business Hwy. 281 New Administration Building, Edinburg, Texas, **on or BEFORE 10:00 A.M., WEDNESDAY, OCTOBER 00, 2015.**

   NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY PROPOSAL 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 IN REFERENCE TO PROPOSAL.

   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 separate and accept, or eliminate any item(s) listed under this Proposal that it deems necessary to accommodate budgetary and/or operational requirements. Hidalgo County also reserves the right to reject any or all Proposals submitted and further reserve 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. The 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 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 respondent, or to reject all Proposals and re-advertise.

5. For work to be performed at a County owned or operated location, each respondent shall, in its sole discretion, visit the job site before preparing the Proposal and thoroughly familiarize himself/herself with existing conditions. Respondent 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. Proposed prices are to remain firm for a minimum of ninety (90) days after priced Proposal opening.

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8. County reserves the right to accept or reject any or all Proposals.

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. Costs are to be net F.O.B., County Prepaid.

11. 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.

12. 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.

13. DELIVERY INSTRUCTIONS :

- No deliveries accepted after 3:00 P.M., Monday-Friday.
- At least seventy two (72) hours prior notice of delivery must be given to Martha L. Salazar, 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

14. BILLING AND PAYMENT INSTRUCTIONS:

- Invoices must include:
  a) Name and address of successful respondent
  b) Name and address of receiving department or official
  c) Purchase Order Number and Contract number (if any)
  d) Notation-**Hidalgo County Precinct No. 3-*"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)"*** 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
Postal/Mailing 2808 S. Business Hwy. 281
Edinburg, Texas 78539
(956) 318-2511

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15. **SCHEDULE OF EVENTS**

Proposal Opening, 9:30 A.M.	**November , 2015**
Award of Contract:	
Commence Work or Products:	

16. ~~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 Proposers are also required to furnish a certification or acknowledgment stating that the contractor or vendor is free from suspension or debarment pursuant to federal regulation 45CFR76.

- ~~Together with the signing of a contract or issuance of a purchase order following the acceptance of a Proposal, and prior to commencement of the actual work, the respondent 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.~~

17. 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.

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- **NOTICE:**
  ALL COMMUNICATIONS BY A VENDOR TO THE COUNTY, ITS OFFICIALS, AND DEPARTMENT HEADS REGARDING THIS PROCUREMENT SHALL BE DONE THROUGH THE HIDALGO COUNTY PURCHASING DEPARTMENT.

  No vendor, its representative, agent, or employee shall engage in private communication with a member of the Hidalgo County Commissioners Court or county department heads regarding any procurement of goods or services by the County from the date that the bid, RFP, or RFP is released. No private communication regarding the purchase shall be permitted until the procurement process is complete and a purchase order is granted or a contract is entered into. Members of the commissioners court are required to make a reasonable effort to inform themselves regarding potential procurements and have a duty to inquire of vendors, their representatives or employees, the nature of any private communication being sought prior to engaging in any communication. "Private Communication" means communication with any vendor outside of a posted meeting of the governing body, a regular meeting of a standing or appointed committee, or a negotiation with a vendor which has been specifically authorized by the governing body.

18. 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 that contracts or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful respondent fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.**

Please submit completed CIQ forms to the Hidalgo County Clerk's Office located at 100 N. Closner, Edinburg, Texas 78539CHidalgo County Courthouse.

COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE RESPONDENT.

19. If, during the life of any contract or Proposal awarded, the successful respondent'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.

20. 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.

21. Minimum Standards for Responsible Prospective Proposers: A prospective respondent must affirmatively demonstrate respondent's responsibility. A prospective respondent, by submitting a Proposal, represents to

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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.

22. Successful respondent 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 respondent's officers, agents and/or employees will not be entitled to any benefits of an employee or elected official of County, including, but not limited to, benefits associated with County's civil service system.

23. Any contract award to a successful respondent 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.

24. 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 respondent; County reserves the right to terminate any contract immediately in the event a successful respondent fails to:

    A. Meet schedules;
    B. Pay any required fees or taxes; or
    C. Otherwise perform in accordance with the requirements.

25. Successful respondent 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 respondent, or of any agent, employee, subcontractor or supplier in the execution of, or performance under, any contract which may result from Proposal award. Successful respondent 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 respondent 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 respondent'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 respondent.

26. Successful respondent 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

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successful respondent 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.

27. 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.

28. The successful respondent 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.

29. 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.

30. 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.

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Request for Proposals
for
Hidalgo County Precinct No. 3
"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)

To: Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Physical Location: 2802 S. Business Hwy. 281
Postal/ Mailing: 2812 S. Business Hwy. 281
New Administration Building
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 respondent proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned 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.

Respondent acknowledges receipt of all of the pages of the documents referenced in the Request for Proposal Checklist presented in connection with this procurement. Respondent 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.

Respondent 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,

FIRM: _____

ADDRESS: _____

BY: _____

PRINTED NAME: _____

TITLE: _____

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EXHIBIT "A"

Requirements

Hidalgo County Precinct No. 3

"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)"

RFP **№: 2015-260-00-00-SMA**

Hidalgo County is seeking sealed proposals from qualified **"Ambulance Service Provider(s)** for "**Hidalgo County Precinct No. 3** ***"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)"*** Hidalgo County Is seeking to enter into an Ambulance Services contract with a certified provider.

Hidalgo County Purchasing Department will receive sealed envelopes containing proposals for the provision of providing Emergency Ambulance Services as specified herein. Sealed proposals will be accepted until **9:30 a.m., Wednesday, November , 2015 ANY RFP RECEIVED AFTER THAT DATE AND TIME WILL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED.**

Deliver Submittal to:

RFP №: 2015-260-00-00-SMA

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
New Administration Building
2802 So. Business Hwy 281
Edinburg, Texas 78539

The Submittal Envelope Must Show:

RFP **№: 2015-260-00-00-SMA**

"Emergency Ambulance Services for Unincorporated Areas in Pct 3 (Alton-Palmview-Granjeno)"

SECTION I

GENERAL TERMS AND CONDITIONS

ADDITIONAL INFORMATION:

Hidalgo County is requesting that sealed proposals be routed to Martha L. Salazar, CPPB, Purchasing Agent, at 2802 So., Business Hwy 281, New Administration Building, Edinburg, Texas 78539. **NO FACSIMILES OR LATE ARIVALS WILL BE ACCEPTED. ANY PROPOSAL 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 **№: 2015-260-00-00-SMA** "**Hidalgo County Precinct No. 3** ***"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)***

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EXHIBIT "A"

Requirements

Hidalgo County Precinct No. 3

"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)"

RFP **№: 2015-260-00-00-SMA**

RFP QUESTIONS AND ANSWERS:

Written Questions will be accepted via email to sandra.montalvo@co.hidalgo.tx.us, BY NO LATER THAN **Wednesday, October , 2015 at 5:00 P.M.** Responses will be sent to all proposers via email by no later than **FRIDAY, October , 2015 at 5:00pm.** **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

PROPOSER'S AFFIDAVIT:

Respondents to this RFP must submit a signed Proposer's Affidavit (attached herein in **Exhibit "E"**) certifying that the submission is **1)**not the result of Collusion as described in the Proposer's Affidavit; **2)** that the Respondent(s) does not have a Conflict of Interest 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.

REQUIREMENT FOR DISCLOSURE OF CONFLICT OF INTEREST:

A person, vendor, consultant or contractor required to file a conflict of interest must file an updated questionnaire each year that a contractual relationship or negotiation is pending with the County.

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.

NON-COLLUSION:

Submitters, by submitting the signed Proposer's Affidavit, certify that the accompanying submission is not the result of, or affected by, any unlawful act of collusion with any other person or provider engaged in the same line of business or commerce, or any other fraudulent act punishable under Texas or United States Law.

NON-DISCRIMINATION:

Submitters, during the performance of this contract, will not discriminate against any employee or applicant for employment because of race, religion, sex, national origin or disability except where

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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 proposal 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 Commissioner's Court of Hidalgo County.

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TERM of CONTRACT:

The initial term of contract shall be for a period of two (2) years with the option to renew for one (1) additional one (1) year term under the same rates, terms and conditions and/or scope of services.
If a new Provider is not in place at the end of the normal contract term, termination/cancellation date, current provider will continue providing services for a period not the exceed 90 (ninety) days or until a new contract is approved.

SECTION II:

RFP REQUIREMENTS

REQUEST FOR PROPOSALS WITH QUALIFICATIONS:

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.

CONTENTS:

The required contents for the FRP are presented below in the order they should be incorporated into the submitted document.

UNDERSTANDING OF THE PROJECT:

This section should demonstrate the submitter's understanding of the project needs, the work required, and any local issues or concerns. This description should be concise, candid, limited to 3 pages in length.

OVERVIEW:

HIDALGO COUNTY is seeking proposals from licensed providers of emergency medical (ambulance) services interested in contracting with H**idalgo County Precinct No.3- Unincorporated Areas** to provide on-call emergency services to the areas as listed in the requirements. Providers making proposals must be licensed by the Texas Department of health for the provision of emergency medical (ambulance) services in accordance with the specifications outlined in this document.

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EXHIBIT "A"

Requirements

Hidalgo County Precinct No. 3

"Emergency Ambulance Services for Unincorporated Areas in Pct 3(Alton-Palmview-Granjeno)"

RFP **№: 2015-260-00-00-SMA**

PROPOSER'S QUALIFICATIONS:

Hidalgo County is seeking to contract with a competent and duly licensed provider under the Emergency Medical Services Act, Texas. Health & Safety Code ann. Ch. 773 (Vernon 1992 & Supp. 1995) V.T.C.A., Health and Safety Code, that has had experience in but not limited to, the following:

1. Maintain a state of the art communication center capable of managing EMS calls County Wide.

2. Maintain a valid emergency ambulance provider license for the highest level of care, issued by the Texas Board of Health.

3. Must have two (2) years of experience.

4. Provider must be licensed by the Texas Department of Health for the provision of the emergency medical services described in these Specifications, and must, in addition, possess all other licenses, permits, third-party reimbursement arrangements required of the provider by law, regulation, or sound business practices.

PERSONNEL AND STAFFING:

The provider shall provide an organizational chart for their organization and a summary paragraph of the project work to be performed by each proposed staff member. It should include his/her experience, training and education.

REQUIRED CERTIFICATIONS AND SUBMITTAL:

This section will contain any licenses and certifications as required by the Emergency Medical Services Act, Texas Health & Safety Code ann. Ch. 773 (Vernon 1992 & Supp. 1995) V.T.C.A., Health and Safety Code.

REQUIREMENTS, SCOPE OF SERVICES AND RESPONSIBILITIES

1) Company must provide a minimum of Advanced Life Support ("ALS") or higher services at all times and for all calls, according to the standards and conditions established by the Texas Department of Health and the Texas Emergency Medical Services Act Texas Health & Safety Code Ann. Ch. 773 (Vernon 1992 & Supp. 1995).

2) Company must dedicate six (6) ALS-equipped or better ambulance unit(s) exclusively to service Hidalgo County Precinct 3 with a base station in such area. In the EMS Proposal, the following must be included;

    a) Vehicle Identification Number (VIN)
    b) Make
    c) Model
    d) License Plate Number

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3) Company must have in place, or be able to acquire prior to the commencement date of any services provided under this Contract, mutual aid agreements with other emergency medical services providers in the neighboring areas to assist in the event of a major incident or should additional units be otherwise required on a temporary basis to adequately cover the contemplated service area. Such arrangements shall, at all times, be subject to the approval of the Hidalgo County Commissioners Court. Mutual aid arrangements may be used by Company to meet the response time and performance requirements of these Specifications, provided, however, that the services provided by other ambulance services shall be of a level at least equal to the minimum requirements of these Specifications.

4) Company shall be responsible for all day-to-day operations of the emergency medical services provided in the Service Area, including, but not limited to, hiring, staffing, dispatching, filed operations, billing, collections, and purchasing, and shall provide all necessary in-service and other training of all dispatchers, field personnel, drivers, technicians, and paramedics.

5) Company must have in place or be able to acquire prior to the commencement date of any services provided under this Contract, arrangements with "first responder organizations" such as local police and fire departments to assist Company responding to emergency calls within the Service Areas. Where first responder organizations are units of a or affiliated with political subdivisions of the State of Texas(e.g…fire departments, police departments, and/or sheriff department), Company will provide such organizations with all necessary equipment and supplies, including but not limited to trauma kits and pediatric kits, at cost to such political subdivisions or the first responder organization. In addition, all first responder organizations will be provided with training if necessary to meet state certification requirements at cost to such organizations or political subdivisions.

6) Company must have in place, or be able to acquire prior to the commencement date of any services provided under this contract, arrangements with local hospitals within and ear the Service Areas for telemetry and telecommunications contact with emergency department physicians, and for patient assessment techniques, standing orders, and recommend diagnoses or medical protocols.

7) Company shall prepare and publish professionally prepared pamphlets, brochures, circular and other documents necessary and appropriate to advise residents of the service area of the levels and types of services available, complaint procedures, and the rates charged by the Company.

8) To the extent available in the service area. Company will make arrangements for interface with the "911" dispatching system on or before the commencement of services provided under this Contract.

9) Company shall be expected to promote and maintain a good reputation in the medical community through participation in published research and industry affairs, prompt response and follow-up to

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inquiries and complaints from whatever source, and leadership in community education programs such as basic first aid and "CPR" training, health fairs, and school visits.

10) While this Contract is a "performance contract", and while Company is encouraged to employ its own methods and techniques for producing the highest levels of patient care, Company is expected, as well, to utilize management practices that ensure all field personnel working extended shifts, part-time jobs, voluntary overtime, or mandatory overtime are relieved at such times as to prevent persons with impaired judgment or motor skills from serving patients.

11) For at least ninety percent (90%) of all calls, as determined by the dispatcher in strict accordance with approved telephone protocols, Company shall maintain a call-to-one-scene response time of twenty (20) minutes or less. All response time in excess of twenty (20) minutes shall be documented in writing, together with Company's efforts to eliminate repetition of poor response-time performance.

12) Company will be allowed to provide non-emergency transport of patients within and surrounding the Service Area, provided such non-emergency transport do not in any manner impair Company's ability to meet the service and response time requirements of these Specifications.

13) Company must make provision to allow for direct radio or other telecommunication contact between mutual aid providers, first response providers and Company and its dispatchers to effect accurate and reliable coordination of efforts between such providers.

14) In order to provide the highest quality of care to patients of Company, the following minimum standards of hygiene must be observed:

a) After transportation of a patient, the interior of the ambulance shall be straightened and cleaned. All linens shall be replaced.

b) If a patient with an infectious disease is transported, the ambulance interior shall be completely cleaned and disinfected. All applicable infection control standards and operating procedures shall be adhered to.

15) Services will be provided in rural areas situated outside the corporate boundaries of any cities in Precinct 3 of Hidalgo County and not served by ambulance service of any fire district located in Precinct Cities are Alton, Palmview, Granjeno, La Joya, Sullivan City, and Peñitas (Service Area).

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OTHER INFORMATION:

All costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the proposer and no reimbursement for such charges or expenses shall be passed onto Hidalgo County.

COMMUNICATION WITH COUNTY EMPLOYEES:

Company submitting proposals shall not discuss this RFP with employees of Hidalgo County other than Hidalgo County Purchasing Agent/Staff. **If discussion is necessary, company will notify in writing Hidalgo County Purchasing Agent/Staff. Failure to abide by this requirement may result in automatic disqualification.**

PROPOSERS ARE TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:

Proposers to provide a fee proposal based on the scope of work/services.

NUMBER OF COPIES TO BE SUBMITTED:

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

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SECTION III:

SELECTION AND SCHEDULES

SELECTION PROCEDURES/EVALUATION SYSTEM:

The evaluation consists of a 100 point scoring system. Hidalgo County Commissioner's Court and/or an Evaluation Committee (selected and/or designated by County Commissioner's Court) will review, grade, score and evaluate the proposals received in response to this Hidalgo County request for proposals for the purpose of ranking.

Categories are further detailed in the Selection Criteria (Exhibit B) section of this RFP.

NEGOTIATION PROCESS:

The number one ranked participant will be contacted to submit a contract for negotiations. If negotiations prove unsuccessful, Hidalgo County will terminate negotiations with participant and will contact the next highest ranked participant to pen negotiations. The County of Hidalgo reserves the right to reject any and all RFP's.

Any Contract awarded 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.

PROPOSAL SUBMITTED TO:

An original and seven (7) copies of RFP's should be submitted to:

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
New Administration Building
2802 South Business Highway 281
Edinburg, Texas 78539

DRAFT

Zimbra **rocio.villarreal@co.hidalgo.tx.us**

RE: RFP.: 2015-260-00-00-SMA-HIDALGO COUNTY PRECINCT No. 3 “Emergency Ambulance Services for Unincorporated Areas in Pct 3 (Alton-Palmview-Granjeno)”

From : Steve Crain <scrain@atlashall.com> Wed, Oct 07, 2015 11:35 AM

Subject : RE: RFP.: 2015-260-00-00-SMA-HIDALGO COUNTY PRECINCT No. 3 “Emergency Ambulance Services for Unincorporated Areas in Pct 3 (Alton-Palmview-Granjeno)”

To : 'Rocio Villarreal' <rocio.villarreal@co.hidalgo.tx.us>

The draft contract is fine.

From: Rocio Villarreal [mailto:rocio.villarreal@co.hidalgo.tx.us]
Sent: Wednesday, October 07, 2015 10:48 AM
To: Stephen L. Crain
Subject: Fwd: RFP.: 2015-260-00-00-SMA-HIDALGO COUNTY PRECINCT No. 3 “Emergency Ambulance Services for Unincorporated Areas in Pct 3 (Alton-Palmview-Granjeno)”

Mr. Crain:

Attached is the draft agreement for ambulance services. Please review and approve as to form.

Thank you.

ROCIO VILLARREAL
HIDALGO COUNTY PURCHASING DEPT.
CONTRACTS MANAGER
(956) 318-2626 Work
(956) 292-7000 Ext. 4868 Work
rocio.villarreal@co.hidalgo.tx.us
2812 S. Business Hwy 281
Edinburg, Texas 78539

From: "Sandra Montalvo" <sandra.montalvo@co.hidalgo.tx.us>
To: "Mona Parras" <mona.parras@co.hidalgo.tx.us>, "norma ceballos" <norma.ceballos@co.hidalgo.tx.us>
Cc: "Rocio Villarreal" <rocio.villarreal@co.hidalgo.tx.us>
Sent: Friday, August 7, 2015 8:45:36 AM
Subject: RFP.: 2015-260-00-00-SMA-HIDALGO COUNTY PRECINCT No. 3 “Emergency Ambulance Services for Unincorporated Areas in Pct 3 (Alton-Palmview-Granjeno)”

Good Morning Ladies,

Please review carefully **memorandum / Draft Requirements / Draft Evaluation Criteria** (attached hereto) and submit your modifications if any and/or approval or disapproval by no later than **MONDAY, AUGUST 14, 2015 @ 10:00a.m.** in order to proceed with the procurement process on a timely manner for: ***Emergency Ambulance Services for Unincorporated Areas in Pct 3 (Alton-Palmview-Granjeno for r Hidalgo County Precinct No. 3 Program.***

Thank you in advance for your prompt attention to this important matter.

Thank you,
Sandra Montalvo, Buyer II
Hidalgo County Purchasing Department
2812 S. Bus. Hwy. 281

Edinburg, Tx 78539
Office-(956)318-2626 or 956-292-7000 ext. 4865
Fax-(956)318-2629 or (956)292-7612
Email: sandra.montalvo@co.hidalgo.tx.us

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

EMERGENCY AMBULANCE SERVICE CONTRACT
C-15-260-00-00

THIS CONTRACT is made and entered into this **__ day of _____, 2016** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and **VENDOR'S NAME** a limited liability Company ("Company").

WHEREAS, rural areas situated outside the corporate boundaries of any cities in Precinct3 Hidalgo County and not served by ambulance service of any fire district located in such Precinct 3, as well as the areas within the municipal boundaries of the cities of Alton, Palmview, Granjeno, La Joya, Sullivan City and Penitas (collectively, the "Service Area" or "Service Areas"), are not consistently served by ambulance service: and

WHEREAS, the provision of emergency ambulance services may, under Texas law, be provided to a Service Area by a county; however, counties are not required to provide services to a Service Area by a county; and

WHEREAS, County has, on **DATE** through its Commissioners Court, awarded a contract to Company to perform the services; and

WHEREAS, Company is duly licensed under the Emergency Medical Services Act, V.T.C.A., Health and Safety Code (the "Act"); and

WHEREAS, Company is willing to provide services in accordance with specifications attached hereto as Exhibit "A" and incorporated herein by reference (the "Specifications"); and

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WHEREAS, the term “Specifications” as used herein shall mean the specifications dated a copy of same is attached hereto as Exhibit “A” and incorporated herein for all purposes.

WHEREAS, in recognition of and in consideration of Company’s agreement to the terms and conditions herein contained, the Commissioners Court of County deems it in the best interest to the inhabitants of the Service Area of Hidalgo County to contract with Company on the terms and conditions as contained in this Contract.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County And Company hereby agrees that this Emergency Ambulance Service Contract is entered into order to provide emergency ambulance service to inhabitants of the Service Area of Hidalgo County. This Contract does not extend to any third parties any duties of benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of the this Contract, and shall be obligated to render and provide emergency ambulance service for the general public in the Service Area in response to calls for emergency ambulance service pursuant to the terms of this Contract. Company also agrees to respond to any emergency ambulance calls in the Service Area.

3. Company hereby promises and agrees to maintain at the Company’s sole expense a state of the art communication center that will be capable of managing all EMS calls for **VENDOR’S NAME** County wide, a description of which is attached hereto as Exhibit “A” Communications Center.

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4. This Contract shall be for a period beginning at 12:01 a.m. **DATE, 2016** and terminate on**, DATE, 2018** at 12:00 a.m., with an option to extend for an additional one (1) year term, (the "Termination Date") unless this Contract is earlier terminated pursuant to the provisions herein.

5. As a condition of this Contract, if a new provider is not in place at the end of the normal contract term, termination/cancellation date, Company will continue providing services for a period not to exceed 90 (ninety) days or until new contract is approved.

6. County may terminate this contract upon thirty (30) days written notice at any time for any reason or no reason at all.

7. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract a valid emergency ambulance provider license for the highest level of care, issued by the Texas Board of Health (the "License"), subject to all terms and conditions of the Act, as may from time to time be amended.

8. All ambulances operated under the license shall contain all equipment required by the Act and the Specifications, and all person in the employ of Company who provided emergency medical care in such ambulances shall have the qualifications, skill and expertise to perform such emergency medical services, shall have all permits and/or certificates required by the Act, shall comply with all rules and regulations prescribed by the State Board of Health or any other agency or authority having jurisdiction with regard to the operation and/or provision of ambulance service, and with the terms of the specifications.

9. As consideration for rendering the Emergency Ambulance Service provided for in this Contract, the Company agrees not to charge the County for services rendered.

10. Company shall provide insurance in force on all its vehicles and all persons connected with provided services under this Contract naming County as an additional insured, with the

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coverage's and in the amounts described in the Specifications, and shall furnish to County a certificate of such insurance coverage.

11. Company shall provide a sufficient number of ambulances, personal and equipment as further defined in the specifications, available to answer and service emergency call that it receives from any source within the Service Area, and insures that upon every response, Company shall have at least two state certified emergency service personnel responding to the call.

12. The fees charged by Company to the public shall be the Company's ordinary and customary fees as more particularly described on Exhibit "B" attached hereto.

13. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or commented with this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

14. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

15. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship that County has no supervision of the performance of the emergency services provided by Company, and that Company is an independent contractor under this Contract.

16. In the event either party to this Contract defaults in the performance of any of its obligations hereunder, or in the event either party contends that the other party had so defaulted, the non-defaulting party will give written notice to the alleged defaulting party, setting forth such default, and the alleged defaulting party shall have thirty (30) days after receipt of such written

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notice to cure such default if the alleged default is that of Company and such default creates, in the sole opinion of the County, life threatening conditions then this Contract may be terminated immediately. If either party hereto fails to cure a default, the non-defaulting party shall have the right to immediately cancel and terminate this Contract and seek whatever available remedy such non-defaulting breaching party may have in a court of competent jurisdiction. Any provision of this Contract to the contrary notwithstanding, if County is unable to find a suitable replacement upon the termination of this Contract, Company agrees to continue in the capacity herein described for a period not to exceed thirty (30) days at the same compensation stipulated in this Contract so the County may have an additional period of time to find a suitable replacement.

17. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as stated forth below:

If to County: The County of Hidalgo
Attn: County Judge
Hidalgo County Administration Building
100 E. Cano
Edinburg, Texas 78539

If to Company: VENDOR'S NAME
ADDRESS
CITY, STATE

18. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid illegal or unenforceable provision had never been contained herein.

19. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

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20. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

21. Company warrants and represents that it will, at all times during the term of this Contract, abide by the standards and requirements set forth in the Specifications.

22. Company represents and warrants it has not, during the process of being awarded this Contract violated the following ethical standards of County and, upon and after the execution of this Contract, agrees to abide by the following ethical standards of County:

a. It shall be a breach of ethics to offer, give or agree to give any elected official, department head or employee, or former elected official, department head or employee, of Hidalgo County, or for any elected official, department head or employee or former official, department head or employee of Hidalgo County to solicit, demand, accept or agree to accept form another person, entity or organization, a gratuity or an officer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advise, 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 of agency of Hidalgo County.

b. It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for Hidalgo County, or any person associated therewith, as an inducement for the award of a subcontract or order.

23. In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to the Clerk to meet the obligations of County under this Agreement, County

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may terminate this Agreement upon ninety (90) days written notice to Company. County agrees, however, to use its best efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of County pursuant to be a continuing right to terminate this Agreement at the expiration of each budget period of County pursuant to the provisions of Tex. Loc. Govt. Code Ann. §271.903 (Vernon Suppl 1995).

WITNESS our hands in duplicate originals this _____**, 2016**

ATTEST: COUNTY OF HIDALGO

By_____ By:_____

COMPANY:
Pro-Med EMS, LLC

By:_____

Approved on Commissioners' Court: _____, 2012

APPROVED AS TO FORM
Atlas & Hall, L.L.P

By:_____

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EXHIBIT “A”

REQUEST FOR PROPOSAL (RFP)
PROCUREMENT PACKET

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EXHIBIT “B”
FEE SCHEDULE

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EXHIBIT “C”
CERTIFICATE OF INSURANCE

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AI-51639 **Purchasing Department** **8. D.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Yolanda Velasquez, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Approval to exercise the County's option to extend the first (1) year of the additional two (2) one (1) year terms as stipulated in the current contract (C-14-276-12-16) for: Hidalgo County Health & Human Services Department-" Indigent Health Care Computer Software" unter the same rates terms and conditions with: **Network Sciences, Inc.**

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-444-00-240-001-0-336

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

BUDGETARY IMPACT:

Available balance as of 10-8-15 $4,855
Funding - 2016 Budget

Attachments

Department Okay to Renew

Renewal Extension-Signed-Contract-Updated Ins

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	10/08/2015 11:46 AM
Budget & Management	Debbie Tamez	10/08/2015 02:32 PM
Manuel Chapa	Manuel Chapa	10/08/2015 03:27 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Yolanda Velasquez Started On: 10/02/2015 10:18 AM

Final Approval Date: 10/16/2015

Zimbra **yolanda.velasquez@co.hidalgo.tx.us**

RE: C-14-276-12-16-Network Sciences, INC-Indigent Health Care Computer Software

From : Dairen Sarmiento <dairen.sarmiento@hchd.org> Fri, Oct 02, 2015 11:23 AM

Subject : RE: C-14-276-12-16-Network Sciences, INC-Indigent Health Care Computer Software

To : 'Yolanda Velasquez' <yolanda.velasquez@co.hidalgo.tx.us>

Yes please renew. 

From: Yolanda Velasquez
[mailto:yolanda.velasquez@co.hidalgo.tx.us]
Sent: Friday, October 02, 2015 10:54 AM
To: dairen.sarmiento@hchd.org
Subject: C-14-276-12-16-Network Sciences, INC-Indigent Health Care Computer Software
Importance: High

Good morning Ms. Sarmiento,

Please be advised that C-14-276-12-16 for Network Sciences, INC will expire on December 25th. We have the option to renew 2 additional one year terms. My question to you is;

Do I proceed to prepare an Agenda Item to renew?

Please advise by Monday, Oct. 05th to proceed accordingly.

Thanks for your assistance with this matter.

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Dept.
Tel: (956) 318-2626 ext. 4881
yolanda.velasquez@co.hidalgo.tx.us

CONFIDENTIALITY NOTICE: This email and any files transmitted with it may contain Protected Health Information under the Federal Health Insurance Portability and Accountability Act (HIPAA). If the receiver of this email is a Covered Entity under the regulations, you are obligated to treat this information accordingly. If this email was sent to you in error, you are prohibited from utilizing or disseminating this email or any attachments. Please immediately delete it from your computer system and notify the sender of their error.

Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626 / Fax: (956) 318-2629

October 02, 2015

Network Sciences, INC
Attn. John B. Wise
14205 Burnett Rd. Ste 110
Austin, Texas 78728

Via E-Mail: jwise@netsci.net
agordon@netsci.net

Re: Renewal/Extension - **C-14-276-12-16- "Indigent Health Care Computer Software"**

Dear Mr. Wise

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's options to exercise the first of two (2) one (1) year renewals as provided in the current contract (under the same rates, terms and conditions). Please acknowledge receipt of this notice for placement on the next Commissioners' Court meeting of October 27, 2015 for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than Wednesday, **October 07, 2015** via facsimile to (956) 956-292-7612 or email to: yolanda.velasquez@co.hidalgo.tx.us so as to meet the agenda request form deadlines.

Signature: _____ Date: 10/5/15

Print: Abram Gordon

Additionally, we are requesting that your company provide an Updated Certificate of Insurance as required through Hidalgo County's Request for (Bid, Quote, Proposal, Statements of Qualifications).

Should you have any questions or require additional information, please do not hesitate to contact me at (956) 318-2626 ext. 4881. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Department

cc: department

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 08/14/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

Keystone Insurance Services, Inc.
P.O. Box 9127
Austin, TX 78766

CONTACT NAME: Nader Mdeway
PHONE (A/C, No, Ext): 512-257-8000 FAX (A/C, No):
E-MAIL ADDRESS: nmdeway@mykeystoneins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : American Casualty Co Of Reading, PA	20427
INSURER B : The Travelers Indemnity Company	25658
INSURER C : Continental Casualty Company	20443
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Network Sciences, Inc.
11044 Research Blvd, Suite B-210
Austin, TX 78759

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [X] LOC [ ] OTHER:			B 4034635128	6/14/15	6/14/16	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 2,000,000 $ 300,000 $ 10,000 $ 2,000,000 $ 4,000,000 $ 4,000,000 $
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] ALL OWNED AUTOS [ ] SCHEDULED AUTOS [X] HIRED AUTOS [X] NON-OWNED AUTOS			B 4034635128	6/14/15	6/14/16	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
C	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 10,000			B 4034635209	6/14/15	6/14/16	EACH OCCURRENCE AGGREGATE $	$ 4,000,000 $ 4,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		IKUB-0C335695	6/20/15	6/20/16	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Those usual to the insured's operation.

CERTIFICATE HOLDER

Hidalgo County Health & Human Services Dept.
1304 S. 25th St.
Edinburg, TX 78539

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Nader Mdeway /Pres. Keystone Insurance Services, Inc.

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CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY): 08/14/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

If this certificate is being prepared for a party who has an insurable interest in the property, do not use this form. Use ACORD 27 or ACORD 28.

PRODUCER

Keystone Insurance Services, Inc.
P.O. Box 9127
Austin, TX 78766

CONTACT NAME: Nader Mdeway
PHONE (A/C, No, Ext): 512-257-8000 FAX (A/C, No):
E-MAIL ADDRESS: nmdeway@mykeystoneins.com
PRODUCER CUSTOMER ID:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : American Casualty Co Of Reading, PA	20427
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Network Sciences, Inc.
11044 Research Blvd, Suite B-210
Austin, TX 78759

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Insured Location: 11044 Research Blvd, Suite B-210 Austin, TX 78759.

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS
A	[X] PROPERTY CAUSES OF LOSS / DEDUCTIBLES [ ] BASIC — BUILDING [ ] BROAD [X] SPECIAL — CONTENTS $1,000 [ ] EARTHQUAKE [ ] WIND [ ] FLOOD	B 4034635128	06/14/2015	06/14/2016	[ ] BUILDING [X] PERSONAL PROPERTY [ ] BUSINESS INCOME [ ] EXTRA EXPENSE [ ] RENTAL VALUE [ ] BLANKET BUILDING [ ] BLANKET PERS PROP [ ] BLANKET BLDG & PP	$ $ 23,199 $ $ $ $ $ $ $
	[ ] INLAND MARINE CAUSES OF LOSS [ ] NAMED PERILS	TYPE OF POLICY POLICY NUMBER				$ $ $ $
	[ ] CRIME TYPE OF POLICY					$ $ $
	[ ] BOILER & MACHINERY / EQUIPMENT BREAKDOWN					$ $
						$ $

SPECIAL CONDITIONS / OTHER COVERAGES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

Hidalgo County Health & Human Services Dept.
1304 S. 25th St.
Edinburg, TX 78539

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Nader Mdeway /Pres. Keystone Insurance Services, Inc.

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THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-14-276-12-16

THIS CONTRACT is made and entered into this **16th** day of **December , 2014** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and **Network Sciences, Inc.,** a Texas Corporation.("Company").

WHEREAS, Company responded to advertised notices for bids for **"Software Services for Indigent Health Care System for Hidalgo County"** (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of Request for Proposals (RFP) Procurement Packet and Proposal being attached hereto as Exhibits "A" and "B" respectively, and incorporated herein for all purposes (the "Specifications"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agrees that this Contract is entered into in order to provide the Services to **Hidalgo County Health and Human Services Department**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term

of this Contract, and shall be obligated to render and provide the Services in accordance with the Specifications within **Hidalgo County** following a request for Services by the **Department Head,** or his designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period of one (1) year beginning **December 25, , 2014** and ending on **December 24, 2015** . The County shall have the sole option to extend this Contract for two (2) additional one (1) year term(s). County shall provide the Company a minimum of sixty (60) days notice of its intent to renew this Contract for each additional one (1) year term. County also reserves the right to continue this Contract for an additional sixty (60) day Grace Period at the end of any term, under the same rates terms and conditions.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted quarterly by Company.

7. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County:	**The County of Hidalgo** **Attn: County Judge** **302 W. University Drive** **Edinburg, Texas 78539**
If to Company	**Network Sciences, Inc.** **11044 Research Blvd. Ste B-210** **Austin, Texas 78759**

13. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Agreement may be terminated by either party without cause upon thirty (30) days written notice.

15. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

17. **Commitment of Current Revenues Only**. In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of County under this Agreement, County may terminate this Agreement upon ten (10) days written notice to Contractor. County agrees, however, to use reasonable efforts to secure funds necessary for the continuing right to terminate this Agreement at the expiration of each budget period of County pursuant to the provisions of Tex. Loc. Govt. Code Ann.§ 271.903 (Vernon Supp. 1995).

18. Entire Agreement. This Agreement contains the entire contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representation or agreement in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by the parties hereto, and not otherwise.

19. **Immunities:** Nothing in this Agreement is intended to and County does not hereby waive, release or relinquish any right to assert any of the defenses County enjoys by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to County as to any claim or action of any person, entity, or individual against County.

WITNESS our hands in duplicate originals this_____ day of _____, 2014.

COUNTY OF HIDALGO

ATTEST:

By: Ramon Garcia
Ramon Garcia, County Judge

Arturo Guajardo Jr., County Clerk

Approved by Commissioners' Court
on 12-16-14

COMPANY: Network Sciences Inc.
By: _____

Printed Name: Abram Gordon

Title: President

APPROVED AS TO FORM:
District Attorney's Office

By: _____
Josephine Ramirez, Asst. DA

AGENDA
CC REGULAR
HIDALGO COUNTY
COMMISSIONERS COURT MEETING
December 16, 2014
9:30 A.M.

NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners' Court will be held at the Edinburg Council Chambers 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:

1. **Roll Call**

All members of the Court were counted present.

2. **Pledge of Allegiance**

Mr. Nicholas Palacios, member of Boys Scout Troop Number 1954, led the Court and Audience in reciting the Pledge of Allegiance.

3. **Prayer**

Virginia Townsend led the Court and Audience in Prayer. Judge Garcia requested a moment of silence to honor the memory of Mr. Guadalupe Baldemar Guerra, father of Executive Officer, Valde Guerra. Also, a moment of silence to honor the memory of Mr. Scott Crane, McAllen City Commissioner.

At this time, the Court proceeded to Item 20.A.

4. **Approval of Consent Agenda**

The Court moved to approve the Consent Agenda for the exception of Items 2.V, 3.A, 3.C, 12.C, 15.E, 15.G, and 15.S to be pulled for discussion.

The Court proceeded to Items 6.B, 6.E, 6.F, 6.C, 7.C, 22.A, 23.E, 6.D, 13.A-C, and 10.A.

5. **Open Forum**

Marcela Alejandre, LUPE member and leader, invited the Court and audience to an event called The Urgency of Now on January 15, 2015 at 10:30. They will be discussing a plan for public lighting in colonias and the urgency due to unsafe situations in those areas. The organization and the people they represent feel this issue is pressing and would appreciate the support of the Court for this event.

Commissioner Joseph Palacios also commented on the event and would like all the Court to be involved. He stressed the importance of their involvement supporting the needs of colonia lighting.

Opal Billman stated that she had 80 acres of debt free property at the time she was sued for divorce. The property was not divided, the court appointed her son to manage the community property, awarded the property to a Shell Corporation, appointed a trustee and a beneficiary. She reminded the court that she was never paid any money for the property and does not understand how there are businesses claiming to own it. She stressed that she continues to be falsely imprisoned in her home because she in unable to go into any of her land.

The Court proceeded to Item 7.A.

6. **County Judge's Office:**

A. **AI -47387** Presentation by ARISE Voces del Pueblo Community Committee recognizing Commissioner Hector "Tito" Palacios for his contributions to Hidalgo County.

Ramona Casas and supporters with the community group ARISE (A Resource In Serving Equality) presented Commissioner Palacios with a plaque recognizing his commitment to their organization. She expressed her gratitude for his participation in events such as "La Marcha Dia Del Nino" and his dedication in improving the quality of life in the colonias.

Judge Jay Palacios, son of Commissioner Palacios, expressed his admiration for his father for serving his community and family with loyalty and integrity.

Virginia Townsend, representing the OWLS, presented Commissioner Palacios with a card on behalf of their organization in appreciation of his conscientious service.

Commissioner Palacios was very appreciative of all who recognized his service. He credited the Court and the community for their assistance in his success. He thanked his family for their love and support and stated he will remain

2. AI -47654 A. Acceptance and approval of Certificate of Completion for the Precinct No. 2 Gonzalez-Zamora Subdivision Solar Lighting Project as certified by project engineer, Raul Sesin, P.E.;

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 2, HECTOR "TITO" PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 -Unanimously

B. Requesting approval for Final Payment Application No. 13933 in the amount of $170,169.70 from Facility Solutions Group, awarded vendor through the Hidalgo County's Participation/membership with TASB/Buyboard cooperative purchasing program, as certified for payment by project engineer, Raul Sesin, P.E.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., the Court made a UNANIMOUS vote of approval.

Vote: 4 - 0 - Unanimously

At this time, Commissioner Hector "Tito" Palacios stepped away from the meeting.

E. **Health & Human Services Dept.**

1. AI -47429 Presentation of the responsible vendor (Clarke Mosquito Control Chemicals, Inc.) submitting the lowest and best bid (as detailed in tabulation sheet contained herein) and meeting all specifications and/or requirements for the purpose of award and approval of contract (but in no event to exceed the statutory procurement threshold of $50K) under the Request for Sealed Quotes titled: Hidalgo County Health & Human Services Department- "Mosquito Control Chemical" through project No.: 2014-347-10-31-SGS.

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 3 - 0 - Unanimously

2. AI -47626 Acceptance and approval of the final negotiated contract with Network Sciences, Inc., (ranked #1 by CC 11/10/2014) for RFP 2014-276-10-15-YZV-"Indigent Health Care Computer Software"

APPROVED

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., the Court made a UNANIMOUS vote of approval.

Vote: 3 - 0 - Unanimously

F. **Facilities Management:**

1. AI -47732 A. Acceptance and approval to award proposal received in the amount of $5,288.39 from Herrera and Hunt, Inc., awarded Job Order Contractor through County's participation with HCDE-Choice Facility Partners JOC contract No. JOC-09-040JC-07, for the project: Hidalgo County -"Additional Roof Drain Repairs for the Old Administration Building". (2014-269C-MSS).

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 3 - 0 – Unanimously

B. Due to urgent need and to avoid work stoppage for the Renovations at the Old Administration Building, requesting ratification of issuance of the Purchase Order #714344 for a proposal received from JOC Awarded contractor, Herrera & Hunt through County's Participation with HCDE -Choice Facility Partners JOC Contract No. JOC-09-040JC-07, in the amount of $13,277.05 for "The Installation of two roof drains".

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 3 - 0 – Unanimously

G. **Budget & Management**

1. AI -47688 Requesting approval of Contract # C-14-123-12-16 with Palm Valley Animal Center Sole Source vendor (approved by HCCC in 02/2011) for "Hidalgo County - Impoundment and Quarantine of Small Animals" effective January 01, 2015 through December 31, 2017 with terms, rates and conditions as stated in proposal and made part of the agreement by reference.

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 4, JOSEPH PALACIOS, the Court made a UNANIMOUS vote of approval.

Vote: 3 - 0 - Unanimously

H. **Colonia Access Program Pct. 1**

EXHIBIT "A"

- **SPECIFICATIONS/REQUIREMENTS**
- **RFP PROCUREMENT PACKET**

Hidalgo County Purchasing Department
New Administration Building
2812 S. Business Highway 281
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

September 29, 2014

_____

_____

_____

_____

Re: **HIDALGO COUNTY – RFP 2014-276-10-15-YZV**
"Software Services for Indigent health Care System"

Dear Respondents:

Enclosed please find a Request for Proposal (RFP) packet for you review and consideration. Hidalgo County Purchasing Department welcomes and appreciates your participation in the RFP process.

If any 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/yzv

Enclosures

Hidalgo County Purchasing Department
New Administration Building
2812 S. Business Highway 281
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

REQUEST FOR PROPOSAL (RFP)

CHECKLIST
HIDALGO COUNTY
"Software Services for Indigent Health Care System"
RFP Nº 2014-276-10-15-YZV

1. Request for Sealed Bids Letter and Checklist, consisting of 2 pages.
2. Request for Proposals, Legal Notice, consisting of 9 page.
3. Exhibit "A", Specifications, Requirements, & Scope of Services , consisting of 10 pages.
4. Exhibit "B", consisting of 3 pages.
5. Exhibit "C", Insurance Requirements, consisting of 4 pages.
6. Exhibit "D", Conflict of Interest Questionnaire (CIQ), consisting of 1 page.
7. Exhibit "E", Proposer's Affidavit, consisting of 1 page.
8. Proposer/Vendor/Bidder Application and W-9 form consisting of 6 pages.
9. Certification Regarding Debarment, consisting of 1 page.
10. Draft Service Contract, consisting of 9 pages.

The above mentioned items shall be found in the Request for Bid (RFB) packet that is attached herewith. Should you find that any of the items are not attached in its entirety please contact Purchasing by calling (956) 318-2626, advise of missing documentation, and Purchasing will forward information either through facsimile, via email or by U.S. Mail.

Thank you.

Martha L. Salazar, CPPB Purchasing Agent

September 29, 2014
Date

RFP NO: 2014-276-10-15	BUYER III: Yolanda Z. Velasquez	Tel. No: (956) 318-2626

REQUEST FOR PROPOSALS

Hidalgo County
Edinburg, Texas

"SOFTWARE SERVICES FOR INDIGENT HEALTH CARE SYSTEM FOR HIDALGO COUNTY HEALTH AND HUMAN SERVICES"

October 15, 2014

Contact Person:

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

(956) 318-2626

Form HCPD-04

1. Sealed proposals will be received for **"Hidalgo County – Software Services For Indigent Health Care System For Hidalgo County Health And Human Services"**, 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: 2014-276-10-15-YZV-Hidalgo County- Software Services For Indigent Health Care System For Hidalgo County Health And Human Services"** 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, October 15, 2014.**

   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: 2014-276-10-15-YZV- Hidalgo County- Software Services For Indigent Health Care System For Hidalgo County Health And Human Services".

   WRITTEN QUESTIONS WILL BE ACCEPTED WILL BE ACCEPTED via facsimile to (956) 292-7612 or via e-mail to: yolanda.velasquez@co.hidalgo.tx.us BY NO LATER THAN Wednesday, October 08, 2014 at 5:00 p.m. Responses will be sent to all applicants by Friday, October 10, 2014. 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 – Software Services for Indigent Health Care System For Hidalgo County Health and Human Services**"
  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.,	**October 15, 2014**
Project/Anticipated Award Date:	**_____, 2014**
Commence Work or Deliver Products	**_____, 2014**

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 therefore pending before any department or agency of the County.

- It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for the County, or any person associated therewith, as an inducement for the award of a subcontract or order.

- No public official shall have an interest in a contract awarded hereunder except in accordance with Tex. Loc. Govt. Code Chapter 171.

20. Disclosure of Conflict of Interest:

- Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as Exhibit D, the vendor, person consultant or contractor's affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contract or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful Proposer fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

  Please submit complete CIQ forms to the Hidalgo County Clerk's Office located at 100 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
"SOFTWARE SERVICES FOR INDIGENT HEALTH CARE SYSTEM FOR HIDALGO COUNTY HEALTH AND HUMAN SERVICES"
RFP NO: 2014-276-10-15-YZV

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

SPECIFICATIONS, REQUIREMENTS, AND SCOPE OF SERVICES

HIDALGO COUNTY

REQUEST FOR PROPOSAL

"SOFTWARE SERVICES FOR INDIGENT HEALTH CARE SYSTEM FOR HIDALGO COUNTY HEALTH AND HUMAN SERVICES"

RFP NO:2014-276-10-15-YZV

HIDALGO COUNTY
REQUEST FOR PROPOSAL
"Software Services for Indigent Health Care System for Hidalgo County Health and Human Services"
RFP Nº 2014-276-10-15-YZV

Overview:
The objective of this Request for Proposals (RFP) is to obtain proposals from qualified vendors that will provide Hidalgo County with "**Software Services for Indigent Health Care System for Hidalgo County Health and Human Services**" that are comparable or better in nature, quality, design, performance, reliability and maintainability to the specifications as stated herein for the Health and Human Services of Hidalgo County.

The Hidalgo County Purchasing Department will receive sealed envelopes containing proposals for the provision of **"Software Services for Indigent Health Care System for Hidalgo County Health and Human Services"** as specified herein. Sealed proposals will be accepted until **9:30 A.M., Wednesday, October 15, 2014. ANY RFP RECEIVED AFTER THAT DATE AND TIME WILL NOT BE ACCEPTED AND WILL BE RETURNED UNOPENED.**

Deliver Submittal to:
RFP Number: **2014-276-10-15-YZV**

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

:**US Postal Mail Address:**	**Physical Address:**
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 following outlines the Request for Proposals:

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 **WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN** Wednesday, October 08, 2014at 5:00 P.M. at (956) 318-2629 or via email to: **yolanda.velasquez@co.hidalgo.tx.us** Responses will be sent to all applicants via facsimile/email by Friday, October 10, 2014. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

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.

DURATION OF CONTRACT: The initial term of the contract shall be for a **one *(1) year period from date of award of contract***, with the County's option for two (2) additional o***ne (1) Year*** extensions based on prior year's performance evaluation and contingent upon cost remaining unchanged.

Hidalgo County reserves the right to continue this proposal for an additional sixty (60) day "Grace Period" at the end of the contract term for unforeseen delay of award for next term and contingent upon cost remaining unchanged.

DAVIS BACON ACT: (IF APPLICABLE)

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.

PROPOSER'S QUALIFICATIONS:
Hidalgo County is soliciting to contract with a proposer who is qualified, licensed and certified. The proposer who will directly perform the required services are required to have any and all applicable licenses, permits, credentials, qualifications to perform necessary services. Proposer must submit any and all applicable licenses, permits, credentials, qualifications with RFP. 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 proposer's credentials, education and experience with other 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 qualified.

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

The Hidalgo County Health and Human Services Department is requesting sealed proposals on a Indigent Health Care System that can performs pre-screening, appointment scheduling, eligibility and billing functions as mandated by the Texas Health and Safety Code Title II, (C) Chapter 61 Indigent Health Care and Treatment Act. It must include all periodic Legislative Changes as part of the proposal. Participants need to perform a current system Analysis and submit a proposal that can utilize any existing Human Services equipment.

The proposed system must provide a Turn-key Solution that includes all hardware, software and updates, including but not limited to the following:

1. Provide statistics on how many applicants were seen, denied or referred and to what agencies.

ELIGIBILITY:

1. Ability to generate all state required forms automatically from data entered in to the computer system including but not limited to:

   - **Form 100:** Application for Health Care Assistance- Ability to input all information from Client data; Ability to print and save form in client files.

   - **Form 101:** CIHCP Worksheet- Ability to input all information into the worksheet; Ability to print and save worksheet in client files. Must round down on #18. Total Countable Income Calculation on page 4 (6. Budget Calculation)

   - **Form 101A:** Report of Changes-Ability to incorporate and save the form in the case record.

   - **Form 102:** Appointment Notice- Ability to input information regarding the client; ability to print and save the form in client file.

   - **Form 103:** Request for Information- Ability to input missing information and any other items needed on this form;

   - **Form 104:** Health Care Service Record; ability to print and save the form in client file.

   - **Form 105:** Monthly Financial Report; - Ability to generate report; ability to print and save report.

   - **Form 109:** Notice of Eligibility – Ability to print this form based on the information entered in the computer system; ability to print and save this form in client file.

   - **Form 117:** Notice off Ineligibility – Ability to print this form based on the information entered in the computer system; ability to print and save this form in client file.

   - **Form 128:** Employment Verification Form – Ability to generate, print and save form.

   - **Form 149:** Statement of Self-Employment Income- Ability to generate, print and save form.

   - **Form 300:** End of Year Report- Ability to generate, print and save form.

   - **Form 500:** Request for State Assistance Funds – Ability to generate, print and save form.

   NOTE: The above reference forms may be access for your review at the following web address:

   http://www.dshs.state.tx.us/cihcp/Program_Handbook/Revision_04-4/Forms_04-4/Formspg_04-4.shtm

2. Provide internet accessible software module for vendors to verify client eligibility status, claim status and prior authorization.
3. Provide a daily report of the clients whose benefits have terminated and automatically generate

Form 117 Notice of Ineligibility with the reason for the termination of benefits.
4. Provide statistical reports on the clients served such as number in the household, undocumented, US Citizens, Resident Aliens, male, female, children by age, etc.
5. Provide statistical reports on the workers productivity such as clients seen, time spent with client, no show clients, re-scheduled clients (with explanation), etc.
6. Ability to track what employee worked on the case and track modifications made by each employee.
7. Ability to track the time spent on each case, time arrived, time seen, and time spent with client.
8. Ability to track history of the case.
9. Ability to keep notes for all who worked on the case to view and add to.
10. Ability to scan and save documents associated with the client file.
11. Ability to document, calculate and save all data from prior months, especially prior month income.
12. Ability to track all Special Review cases and the reason for the special review.

APPOINTMENTS:

1. Provide appointment scheduler for 18+ Eligibility Specialist located at 12+ locations.
2. Ability to set appointment time gaps as determined by Human Services Director.
3. Ability to modify appointment schedule at the request of the Human Services Director.
4. Ability for the Human Services Director to view, analyze, and generate reports and statistics on the appointment schedule.
5. Ability to view and modify appointment schedule from any computer by authorized users.
6. Ability to track all modifications made to the appointment schedule.

BILLING:

1. Provide secure internet accessible software module for vendors to verify status of bills submitted for payment.
2. Ability to electronically transmit processed medical, hospital and pharmacy bills to authorized entity for bill payment.
3. Ability to track when clients receive Durable Medical Supplies (DME) and the quantity received.
4. Ability to track when clients receive frames and lenses.
5. Ability to track when clients received an eye exam.
6. Provide analytical and statistical report on types of services and all types of demographics such as city, age, gender, illness type and amount paid per client, etc.
7. Ability to track different reports such as most common CPT code, DRG, physicians, etc.
8. Ability to track which employee processes and modifies the data entered for each invoice.
9. Ability to verify that client is eligible for billed service on the date of service of the bill.
10. Ability to process the following billed services:
    - Advanced practice Nurse
    - Ambulatory Surgical Center
    - Certified Registered Nurse Anesthesia
    - Colostomy Medical Supplies
    - Counseling Services
    - Dental Care
    - Diabetic Supplies & Equipment
    - ER Medical Services
    - Home & Community Health
    - Hospital Inpatient
    - Hospital Outpatient

- Lab X-Ray Services
- Physicians
- Physician Assistant (PA)
- Vision Care
- State Contract Hospital
- Reimbursements
- Other Services

11. Ability to process Pharmacy bills based on Third Party Administrator approved contract rates.
12. Ability to separate invoices based on year of service for auditing purposes. (Fiscal versus Calendar Year)
13. Ability to calculate DSHS limit of $30,000 and/or 30 – day hospital stay per client and not allow any bills to be processed once the cap has been met.
14. Ability to keep track of clients who are close to $30,0000 fiscal year limit by service date and ability to track hospital days.
15. Ability to track the 3 prescriptions per month per client and not allow any prescriptions to be processed once the cap has been met.
16. Ability to track if claims are not received past 95 days from the date of certification or date of service.
17. Ability to calculate Hidalgo County 6% and 8% GTRL.
18. Ability to calculate and forecast when Hidalgo County will meet and/ or exceed 6% and 8% GTRL.
19. Ability to determine and notify staff if Hidalgo County is processing a duplicate invoice, no matter what medical procedure was originally charged.
20. Ability to enter multiple dates of service per invoice.
21. Ability to maintain and update all CPT and DRG codes on a regular basis.
22. Ability to look up DRG codes using the codes on UBØ4.
23. Ability to use Ambulatory Surgical Codes for payment.
24. Ability to have multiple users seeing notes for a client file.
25. Ability to do a reverse look up for a DRG code if we have a type of service but no DRG code.
26. Ability to generate a rejection form for all rejected claims.
27. Ability to calculate payable amount for anesthesia services using only units.

TRAINING AND TECHNICAL SUPPORT:

1. Provide post implementation training to all Human Services staff at our location
2. Provide annual training as requested by the Human Services director
3. Provide 24 hour/ 7 day technical support and respond to our call within 12 hours
4. Provide modifications to the program as needed to meet the changes needs of the Human Services Department.
5. Provide mandatory change of passwords every 90 days.
6. If software is a hosted solution, a copy of the backup/restore procedures, business continuity plan and disaster recovery plan must be provided.
7. All HIPAA compliance standards must be met and certification letter provided.

OTHER SERVICES (Optional):

1. Ability to access the Texas Medicaid Healthcare Partnership (TMHP) to verify Medicaid eligibility.
2. Ability to flag or notify us when an Appellant client is put on Medicaid regardless if the client is active or not and to provide us with the add date.
3. Ability to notify provider for reimbursements once client has been approved for Medicaid benefits.
4. Ability to create an identification badge for client.

5. Ability to accept secure electronic Billing from vendors (providers).
6. Ability to scan and save documents associated with bill payment in to the vendor (provider) file.

The computer hardware and software that best meets or exceeds the current and future requirements of the Hidalgo County Health and Human Services Department, and which will best provide the supporting tools and services for the Hidalgo County Health and Human Services Department needed to serve the residents of Hidalgo County will be awarded.

PROPOSERS ARE TO PROVIDE A FEE SCHEDULE WITH THIS SUBMITTAL:
Proposer(s) is to provide a proposed fee based on the scope of services/work requested.

All costs and expenses associated with the preparation and submission of (bids, proposals, statements of qualifications (RFQ) and quotes) shall be the responsibility of the proposer and not reimbursements for such charges or expenses shall be passed onto Hidalgo County.

Hidalgo County has the authority to utilize State Contracts from its membership with their existing or new cooperatives when ever it is in the County's best interest to do so.

SECTION III – SELECTION/EVALUATION/RANKING

A. SELECTION/EVALUATION/RANKING PROCESS:

The RFP shall be submitted according to the schedule below. The County of Hidalgo is not required to select the proposal with the lowest fees, but shall take into consideration other factors, including past experience, evidence of good organization background, references, ability to provide requested services, and any other factors found necessary for quality services. Hidalgo County Health and Human Services will evaluate the proposal(s) utilizing the evaluation criteria outlined in Exhibit "B" attached herein. Thereafter, Hidalgo County Commissioners Court will rank and/or award this proposal.

Proposals will be graded on a 100-point system with emphasis on ability to service Hidalgo County including, but not be limited to, the items listed below:

1. **Capability and Software Performance:** **30 points**
   Company must state the approach and describe the modeling they have done to meet said specifications and/or requirements. Capability in achieving software performance and services required by the County of Hidalgo.

2. **Technical Support and Requirements:** **30 points**
   Ease of communicating with company's technical support and the company's ability to provide all requirements as stated in the proposal.

3. **Ability to commit to all Services Required:** **20 points**
   Company should provide as much background information as to similar services to City, County or any other governmental agencies. Company should identify three (3) counties and appropriate contacts for verification of implementation of the system software. Reference information should be as current as possible. Qualified/trained person should be able to diagnose and/or implement software as requested in scope of work.

4. **Maintenance, Training, Support and Service:** **20 points**
   In considering the proposals, Hidalgo County reserves the right to select the acceptable applicant who offers contractual terms and conditions that are most advantageous, including but not limited to software price, upgrades and services, maintenance and warranty.

Total: 100 Points

B. RANKING OF PROPOSALS:

Hidalgo County Health and Human Services Department will evaluate and score the RFP responses. After the RFPs have been evaluated and scored, Hidalgo County Health and Human Services Department will make a recommendation to Hidalgo County Commissioners Court for approval of rank and/or award of proposal.

C. NEGOTIATION PROCESS:

Compliance with all requirements, the most cost productive, efficient and effective system will be considered. Emphasis will be placed on capability to perform within the software system as well as meeting the needs of Hidalgo County Health and Human Services. Performance and reliability are essential. If negotiations proved unsuccessful, the next highest ranked proposer will be contacted. Hidalgo County reserves the right to reject any and all RFPs.

EXHIBIT "B"

SELECTION/EVALUATION CRITERIA

REQUEST FOR PROPOSALS

HIDALGO COUNTY

"SOFTWARE SERVICES FOR INDIGENT HEALTH CARE SYSTEM FOR HIDALGO COUNTY HEALTH AND HUMAN SERVICES"

RFP № 2014-276-10-15-YZV

HIDALGO COUNTY

"SOFTWARE SERVICES FOR INDIGENT HEALTH CARE SYSTEM FOR HIDALGO COUNTY HEALTH AND HUMAN SERVICES"

EVALUATION CRITERIA

The evaluation criteria will include, but not be limited to, the items listed below:

1 **Capability and Software Performance**: **30 points**
Company must state the approach and describe the modeling they have done to meet said specifications and/or requirements. Capability in achieving software performance and services required by Hidalgo County.

2 **Technical Support and Requirements**: **30 points**
Ease of communicating with company's technical support and the company's ability to provide all requirements as stated in the proposal.

3 **Ability to commit to all Services Required:** **20 points**
Ease of communicating with company's technical support and the company's ability to provide all requirements as stated in the proposal. Does the proposed imaging solution have a turnkey installation and include all necessary hardware and software support services.

4 **Maintenance, Training, Support and Service:** **20 points**
In consideration the proposals, Hidalgo County reserves the right to select the acceptable applicant who offers contractual terms and conditions that are most advantageous, including but not limited to software price, upgrades, services, maintenance and warranty.

HIDALGO COUNTY
"SOFTWARE SERVICES FOR INDIGENT HEALTH CARE SYSTEM FOR HIDALGO COUNTY HEALTH AND HUMAN SERVICES"

RFP EVALUATION FORM

	Selection Criteria	Maximum Points	Score
1	**Capability and Software Performance:**	**0-30 pts**	_____

Comments/Rationale for Points:_____

_____

_____

2	**Technical Support and Requirements:**	**0-30 pts**	_____

Comments/Rationale for Points:_____

_____

_____

3	**Ability to Commit to all Services Required:**	**0-20 points**	_____

Comments/Rationale for Points:_____

_____

_____

4	**Maintenance, Training, Support and Services:**	**0-20 points**	_____

Comments/Rationale for Points:_____

_____

_____

	Total	100%	**Score** _____

Provider:_____

Evaluator: _____ Date:_____

EXHIBIT "C"

Insurance Requirements
Applicable to the Acquisition of Goods and /or Services
(other than Professional Services)

The Bidder awarded the contract shall furnish proof of insurance, which will also include any subcontractor that is subcontracted by the bidder in at least the following limits, to be in place prior to providing any services under this Contract and to continue at all times in force in effect during the term of this Contract:

1. A Five Hundred Thousand Dollar ($500,000.00) Comprehensive General Liability insurance policy providing additional coverage to all underlying liabilities of County.

2. Automobile liability insurance policy with limits of at least Three Hundred Thousand Dollars ($300,000.00) per person and Five Hundred Thousand Dollars ($500,000.00) per occurrence. Coverage should include injury to or death of persons and property damage claims with limits up to Five Hundred Thousand ($500,000.00) arising out of the services provided to County hereunder.

3. Uninsured/Underinsured motorist coverage in an amount equal to the bodily injury limits set forth immediately above;

4. Workers compensation insurance in amounts established by Texas law, unless the Bidder is specifically exempted from the Texas Workers Compensation Act, Texas Labor Code Chapter 401, et. seq.

Hidalgo County will only accept certificates of insurance on an Acord form (as attached hereto). Certificates of insurance shall name Hidalgo County as additional insured and must be submitted to County for approval prior to any services being performed by Contractor. Each policy of insurance required hereunder shall extend for a period equivalent to, or longer than the term of the Contract, and any insurer hereunder shall be required to give at least thirty (30) days written notice to the County prior to the cancellation of any such coverage on the termination date, or otherwise. This Contract shall be automatically suspended upon the cancellation, or other termination, of any required policy of insurance hereunder, and such suspension shall continue until evidence adequate replacement coverage is provided to County. If replacement coverage is not provided within thirty (30) days following suspension of the Contract, this Contract shall automatically terminate.

Revised 10/01/08

ACORD CERTIFICATE OF INSURANCE

DATE (MM/DD/YY)

PRODUCER

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED

INSURER A:

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THER TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY ☐ COMMERCIAL GENERAL LIABILITY ☐☐ CLAIMS MADE OCCUR ☐ OWNER'S & CONT. PROT ☐ OWNER'S PROTECTIVE LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY PROJECT ☐ LOC				EACH OCCURRENCE	$
					FIRE DAMAGE (Any one fire)	$
					MED (Any one person)	$
					PERS & ADV INJURY	$
					AL AGGREGATE	$
					ODUCTS – COMP/OP AGG	$
B	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	$
					BODILY INJURY (Per person)	$
					BODILY INJURY (Per accident)	$
					PROPERTY DAMAGE (Per accident)	$
	GARAGE LIABILITY ☐ ANY AUTO				AUTO ONLY-EA ACCIDENT	$
					OTHER THAN AUTO ONLY EA ACC	$
					AGG	$
C	EXCESS LIABILITY ☐ OCCUR ☐ CLAIMS MADE ☐ DEDUCTIBLE ☐ RETENTION $				EACH OCCURRENCE	$
					AGGREGATE	$
						$
						$
						$
D	WORKERS COMPENSATION AND EMPLOYER'S LIABILITY				WC STATU- TORY LIMITS ☐ OTHER	
					E.L. EACH ACCIDENT	$
					E.L. DISEASE-EA EMPLOYEE	$
					E.L. DISEASE-POLICY LIMIT	$
	OTHER					

SAMPLE

DESCRIPTION OF OPERATIONS / LOCATION / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

County of Hidalgo shall be named as additional insured on all Commercial General Liability policies.

CERTIFICATE HOLDER	ADDITIONAL INSURED; INSURER LETTER:	CANCELLATION
Hidalgo County Attn: Purchasing Department 2812 S Highway Bus. 281 Edinburg, Texas 78539		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BY CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE

Insurance Requirement Acknowledgment

I, _____, authorized representative for _____,
Company/Vendor

hereby acknowledge receipt of the County's required insurance limits. Said requirements:

___ will be acquired within 10 working days after notification from Purchasing Department of bid awarded by the Hidalgo County Commissioners' Court;

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

Automobile Liability: $ _____ General Liability: $_____

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

_____ _____
Authorized Representative Date

Notice to Bidder:
A certificate of insurance for the required insurance limits shall be provided to the Purchasing Department's Contract Managers in order to qualify for award of bid and to execute a contract between your Company and the County.

Failure to provide Certificates of Insurance to the Purchasing Department's Contract Managers will cause the bid award to be rescinded and re-awarded to next lowest bidder. Certificates of Insurance will be monitored and verified on a **quarterly basis** to ensure coverage policy is in place. It is the Companys' obligation to maintain the appropriate insurance coverage throughout the term of the contract.

THIS FORM MUST ACCOMPANY BID PACKET

PROJECT REQUIREMENTS ACKNOWLEDGMENT

This is to certify that I, _____, possess all of the APPLICABLE:

1. Licenses: _____.
2. Bonds: _____.
3. Certificates: _____.
4. Permits: _____.
5. Other: _____.

necessary to carry out the required project. Furthermore, I am providing copies of the required documentation so that, if my company is awarded this bid, I may be eligible to enter into a contract with Hidalgo County and proceed to complete the project in a timely manner.

* Any licenses, bonds, certificates, permits, etc. which are required must be presented as part of the bid packet in order to expedite the bid evaluation process. Failure to provide said documentation will result in the disqualification of your bid.

_____ _____

Authorized Signature Date

_____

Company

_____

Address

_____

City, State, Zip

EXHIBIT "D"

CONFLICT OF INTEREST QUESTIONNAIRE

FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. *See* Section 176.006, Local Government Code.

A person commits an offense if the person knowingly violates Section 176.006. Local Government Code. An offense under this section is a Class C misdemeanor.

OFFICE USE ONLY

Date Received

1 **Name of person who has a business relationship with local governmental entity.**

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 **Name of local government officer with whom filer has employment or business relationship.**

_____

Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes ☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes ☐ No

D. Describe each employment or business relationship with the local government officer named in this section.

4

_____ _____

Signature of person doing business with the governmental entity Date

Adopted 06/29/2007

PROPOSER'S AFFIDAVIT
Exhibit "E"

PROPOSER'S AFFIDAVIT OF NON-COLLUSION
NON-CONFILICT OF INTERST, 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 nay 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 County Commissioner's Court.

(4) Affiant further states no officer, or stockholder of the Proposer is 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___.

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.

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 email: purchasing@co.hidalgo.tx.us

Company Name: Telephone No. ( )

dba Name:

Legal Name:

Mailing Address : Fax No. ( )

Physical Address:

City, State, Zip Tax I.D. No.

Remit to Address : City, State, Zip

E-Mail Address:

Representative(s) Name(s) & Title(s)

Type of Organization (check one): ____ Individual ____ Partnership ____ Corporation ____ Non-Profit
____ LLC ____ Sole Proprietor ____ Other, Specify

State Identification No.____ (Please attached completed W-9 form with this application)
Federal Identification No. or (if individual) SS No.

State of Incorporation: ____ Date:____ Other:

Type of Business (check one): ____ Manufacturer ____ Wholesaler ____ Retailer ____ Broker
[ ] Distributor [ ] Service Organization [ ] Other, Specify

Name & Title of Person(s) Authorized to Sign Bids, Proposals, and/or Contracts:

Small and/or Disadvantaged Business Information (check application criteria)

Small Business:

[ ] ess than 125,000 annual gross receipt
[ ] ss than 250,000 annual gross receipt
[ ] ss than 499,000 annual gross receipt
[ ] re than 500,000 annual gross receipt

Disadvantaged Business (At Least 51% Ownership)

[ ] Black American
[ ] Hispanic American
[ ] Asian Pacific American
[ ] Native American
[ ] Women
[ ] Other

Have you been certified as a HUB or an MBE/WBE source?: [ ] Yes [ ] No

Indicate Certification No.(s):____ or are Certificate(s) attached?: [ ] Yes [ ] No

What type of product(s) is/are solicited by your company?:

Would you like to be provided with specifications for procurements of such products?: [ ] Yes [ ] No

To Be Completed by the County: Rec'd by (Purchasing):____ Date Rec'd by (Purchasing):

Date Forwarded Information to Auditor's Office:____ Entry Date: ____ Vendor No.:

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) DECLARATION

The primary objective of the Hidalgo County HUB Program is to ensure Historically Underutilized Businesses receive a fair and equal opportunity for participation in the County's procurement process. This fact holds true for Services (Professional & Non-Professional), Commodities, and Construction contracts and any subcontracts thereto. The program strongly encourages Prime Contractors to provide subcontracting opportunities to Certified Hub Contractors/Vendors. Our goal for HUB contractor/vendor participation, as well as HUB subcontractor participation is 30%. To be considered as a "Certified HUB Contractor/Vendor" the contractor/vendor must have been certified by, and hold a current and valid certification with any of the three agencies listed below.

Have you been Certified as a HUB or an MBE/WBE source?: ☐ Yes ☐ No

If yes, by whom?: Texas Building & Procurement Commission Other_____

Indicate Certification No(s).:_____ or Are Certificate(s) Attached?: ☐ Yes ☐ No

LIST OF CERTIFIED HUB SUBCONTRACTORS

(Attach additional pages if necessary)

What percentage of the Bid, RFP,or RFQ is to be subcontracted with Certified HUB sources?: _____%
(List HUB Subcontractor information below).

HUB Subcontractor Name: _____ HUB Status: _____
Certifying Agency (Check all applicable): Texas Building & Procurement Commission Other
Address: _____ City: _____ State: _____ Zip: _____
Contact Person: _____ Title: _____ Phone No.: ( )_____
Subcontract Amount: $_____ Description of Work to be Performed: _____

HUB Subcontractor Name: _____ HUB Status: _____
Certifying Agency (Check all applicable): Texas Building & Procurement Commission Other
Address: _____ City: _____ State: _____ Zip: _____
Contact Person: _____ Title: _____ Phone No.: ( )_____
Subcontract Amount: $_____ Description of Work to be Performed: _____

HUB Subcontractor Name: _____ HUB Status: _____
Certifying Agency (Check all applicable): Texas Building & Procurement Commission Other
Address: _____ City: _____ State: _____ Zip: _____
Contact Person: _____ Title: _____ Phone No.: ( )_____
Subcontract Amount: $_____ Description of Work to be Performed: _____

Form **W-9**
(Rev. August 2013)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification:
☐ 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) ▶

Exemptions (see instructions):
Exempt payee code (if any) _____
Exemption from FATCA reporting code (if any) _____

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
☐☐☐ - ☐☐ - ☐☐☐☐

Employer identification number
☐☐ - ☐☐☐☐☐☐☐

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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 3.

Sign Here Signature of U.S. person ▶ Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at *www.irs.gov/w9*. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

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, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and 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 under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 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 section 1446 withholding on your share of partnership income.

In the cases below, the following person must give 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:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity,
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust, and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

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, payments made in settlement of payment card and third party network transactions, 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 *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* on page 1.

What is FATCA reporting? The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name/disregarded entity name" line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the "Name" line and any business, trade, or "doing business as (DBA) name" on the "Business name/disregarded entity name" line.

Disregarded entity. For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulation section 301.7701-2(c)(2)(iii). 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 should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. 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, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Note. Check the appropriate box for the U.S. 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 U.S. federal tax classification in the space provided. If you are an LLC that is treated as a partnership for U.S. 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, as appropriate. 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 U.S. 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 U.S. 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.

Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the *Exemptions* box, any code(s) that may apply to you. See *Exempt payee code* and *Exemption from FATCA reporting code* on page 3.

Exempt payee code. 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. Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following codes identify payees that 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

5—A corporation

6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States

7—A futures commission merchant registered with the Commodity Futures Trading Commission

8—A real estate investment trust

9—An entity registered at all times during the tax year under the Investment Company Act of 1940

10—A common trust fund operated by a bank under section 584(a)

11—A financial institution

12—A middleman known in the investment community as a nominee or custodian

13—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 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over $600 required to be reported and direct sales over $5,000[1]	Generally, exempt payees 1 through 5[2]
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

[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.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Reg. section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Reg. section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

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, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

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

Caution: *A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below 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 code* earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulation section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity [4]
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulation section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.ftc.gov/idtheft* or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and 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.

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-14-276-00-00

THIS CONTRACT is made and entered into this ___ day of _____, **2014** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and a Texas Corporation.("Company").

WHEREAS, Company responded to advertised notices for bids for **"Software Services for Indigent Health Care System for Hidalgo County"** (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of Request for Proposals (RFP) Procurement Packet and Proposal being attached hereto as Exhibits "A" and "B" respectively, and incorporated herein for all purposes (the "Specifications"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agrees that this Contract is entered into in order to provide the Services to **Hidalgo County Health and Human Services Department**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term

of this Contract, and shall be obligated to render and provide the Services in accordance with the Specifications within **Hidalgo County** following a request for Services by the **Department Head,** or his designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period of one (1) year beginning _____, **2014** and ending on _____, **2015** . The County shall have the sole option to extend this Contract for two (2) additional one (1) year term(s). County shall provide the Company a minimum of sixty (60) days notice of its intent to renew this Contract for each additional one (1) year term. County also reserves the right to continue this Contract for an additional sixty (60) day Grace Period at the end of any term, under the same rates terms and conditions.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted quarterly by Company.

7. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and

shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County: **The County of Hidalgo**
Attn: County Judge
302 W. University Drive
Edinburg, Texas 78539

If to Company

13. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Agreement may be terminated by either party without cause upon thirty (30) days written notice.

15. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

17. **Commitment of Current Revenues Only**. In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of County under this Agreement, County may terminate this Agreement upon ten (10) days written notice to Contractor. County agrees, however, to use reasonable efforts to secure

funds necessary for the continuing right to terminate this Agreement at the expiration of each budget period of County pursuant to the provisions of Tex. Loc. Govt. Code Ann.§ 271.903 (Vernon Supp. 1995).

18. Entire Agreement. This Agreement contains the entire contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representation or agreement in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by the parties hereto, and not otherwise.

19. **Immunities:** Nothing in this Agreement is intended to and County does not hereby waive, release or relinquish any right to assert any of the defenses County enjoys by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to County as to any claim or action of any person, entity, or individual against County.

WITNESS our hands in duplicate originals this_____ day of _____, 2014.

COUNTY OF HIDALGO

ATTEST:

By:_____
Ramon Garcia, County Judge

_____
Arturo Guajardo Jr., County Clerk

COMPANY:
By:_____

Printed Name:_____

Title:_____

APPROVED AS TO FORM:
District Attorney's Office

By:_____
Josephine Ramirez, Asst. DA

EXHIBIT "B"

- **PRICING PROPOSAL** (Section 4)
  - **Vendors' Proposal**

PURCHASING DEPARTMENT
County Of Hidalgo

MEMORANDUM
(IMMEDIATE REVIEW AND RESPONSE REQUIRED)

To: Abram Gordon
Network Science, Inc.

From: Yolanda E. Velasquez, Buyer III for:
Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department

Date: December 01, 2014

Re: Best and Final Offer –RFP NO: 2014-276-10-15YZV
"Indigent Health Care Computer Software"

Pursuant to action taken by Hidalgo County Commissioners' Court on Monday, November 10, 2014 please be advised that you have been selected (ranked #1) to enter into negotiations with County of Hidalgo for the above referenced project.

The Hidalgo County Purchasing Department is asking for you to submit a best and final offer for the proposed scoped of work and services for the mentioned project.

We request that you submit a proposed "Best and Final Offer" by no later than 10:00 a.m. on Wednesday, December 03, 2014.

Best and final offer of the proposed contract rate$ 100,200.00

We ask that you approve by signing below acknowledgment of receipt with commitment to submit by deadline and return via email or fax to (956 292-7612 pr via email to: yolanda.velasquez@co.hidalgo.tx.us

Signed: John B. Wise

Printed Name: John B. Wise

Title: CEO

Date: 12/02/14

Section 5: Pricing Proposal

Price is for comprehensive solution with all required features as named and explained in specifications of RFP:

Total Solution for up to 30 Concurrent Users with required functionality:
97,800 per year .

There are no costs for set-up, implementation or training. Price includes 7am – 6pm Level 3 Support; 24/7 support is an additional $5000 per year

Price for Adding Optional Features listed in RFP

1. **Direct and Integrated TMHP Verification**: $200 per month for Hidalgo County (not a per user fee)
2. **Appellant client flag**: $0 - Included in TMHP solution price above
3. **Notify provider for reimbursements once client has been approved**: $0 - Included in TMHP solution price above
4. **ID Badge**: $500 1-time set up fee plus cost of digital camera if Hidalgo County wants client pictures included on the ID Badge. Other costs applicable depending on scope of work.
5. **Ability to accept secure electronic billing from vendors (providers):** Pricing depends on final scope of work.
6. **Ability to scan and save documents associated with bill payment**: $400 per month for Hidalgo County (not a per user fee).

EXHIBIT "C"

CERTIFICATE OF INSURANCE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 07/11/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Keystone Insurance Services, Inc.
P.O. Box 9127
Austin, TX 78766

CONTACT NAME: Nader Mdeway
PHONE (A/C, No, Ext): (512) 257-8000 FAX (A/C, No):
E-MAIL ADDRESS: nmdeway@mykeystoneins.com

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	American Casualty Co Of Reading, PA	20427
INSURER B:	The Travelers Indemnity Company	25658
INSURER C:	Continental Casualty Company	20443
INSURER D:		
INSURER E:		
INSURER F:		

INSURED
Network Sciences, Inc.
11044 RESEARCH BLVD #B-210
Austin, TX 78759

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY [X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [ ] PRO-JECT [X] LOC			B 4034635128	06/14/14	06/14/15	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 300,000 $ 10,000 $ 2,000,000 $ 4,000,000 $ 4,000,000
A	AUTOMOBILE LIABILITY [ ] ANY AUTO [ ] ALL OWNED AUTOS [X] HIRED AUTOS [ ] SCHEDULED AUTOS [X] NON-OWNED AUTOS			B 4034635128	06/14/14	06/14/15	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
C	[X] UMBRELLA LIAB [X] OCCUR [ ] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			B 4034635209	06/14/14	06/14/15	EACH OCCURRENCE AGGREGATE	$ 4,000,000 $ 4,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N [N] If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		UB-0C335695	06/20/14	06/20/15	[X] WC STATU-TORY LIMITS [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	Business Personal Property			B 4034635128	06/14/14	06/14/15	Replacement Cost as applicable per policy	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Those usual to the Insured's operations.

CERTIFICATE HOLDER
Hidalgo County Health & Human Services Dept.
1304 S. 25th St.
Edinburg, TX 78539

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Nader Mdeway /Pres.
Keystone Insurance Services, Inc.

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AI-51710 **Purchasing Department** **8. E.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Rocio Villarreal, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Ratification for all applicable HC Elected Offices, Departments, Agencies or Programs [through all funding sources] of City of Elsa utility services [including or not limited to: water, sewer, garbage/trash collection, etc.] for the purpose of authorizing bill payments to the City of Elsa for each applicable account..

BACKGROUND

1. Numerous Pct. #1 area accounts are utilizing City of Elsa Utility services;
2. Original or current applications for service requests are being requested for documentation from the City of Elsa;
3. Historically these invoices are being paid through direct payments without POs.;
4. Trash collection services are being provided through a third party awarded by the City of Elsa with supporting documentation attached herein.

Fiscal Impact

Attachments

City of Elsa-Minutes

Form Review

Inbox	**Reviewed By**	**Date**
Purchasing Department	Marty Salazar	10/08/2015 11:58 AM
Budget & Management	Debbie Tamez	10/08/2015 02:36 PM
Auditor's Office	Monica Badillo	10/16/2015 03:14 PM
Purchasing Department	Marty Salazar	10/16/2015 03:36 PM

Form Started By: Rocio Villarreal Started On: 10/07/2015 02:01 PM

Final Approval Date: 10/16/2015

CITY OF ELSA

TAKE NOTICE THAT A REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF ELSA, TEXAS
WILL BE HELD AT THE ELSA CITY HALL
102 SOUTH DIANA STREET, ELSA, TEXAS
COMMENCING AT 7:00 PM ON
THE 16th DAY OF DECEMBER 2014

A. **Call meeting to Order**

B. **Establish a Quorum**

C. **Pledge of Allegiance/Invocation**

D. **Public Comments /Open Forum 3 minute limit.**

E. **Consent Agenda (Monthly Reports)**

1) **Finance Department**
2) **Fire Department**
3) **Personnel / Human Resources/Grant Admin.**
4) **City Secretary/Parks & Recreation**
5) **Library Department**
6) **Police Department**
7) **Municipal Court**
8) **Streets**
9) **Water/Wastewater**
10) **Emergency Management**
11) **Tax Report**
12) **Permit Department**
13) **City Manager**

F. **Discussion and possible action on approving Minutes for the following:**
Regular Meeting, November 19, 2014, Special Meeting, November,
And December 9, 2014.

G. **Discussion and possible action on awarding bid to Solid Waste Collection Service for the City of Elsa.**

The City of Elsa is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.

H. Discussion and possible action on approving Jason Pena, South Pump owner to build a 15k square feet steel building plus (2) 60X40 recreational fields at the Industrial Park.

I. Discussion and possible action on accepting 1.3 million dollar loan with Texas Water Development Board.

J. Discussion and possible action on approving Ordinance No 14-09, regulating the activities of commercial trucks over certain roads in the city of Elsa, Texas, and providing for the prohibition of travel of commercial thru-traffic trucks over certain roads in Elsa, Texas.

K. Discussion and possible action on approving Ordinance No 14-10, amending Garage Sale Ordinance #96-07.

L. Discussion and possible action on approving Ordinance No 14-11, revising and amending water and wastewater fees and deposits on new service accounts; setting minimum billing fees; setting processing fees, transfer fees and reconnect fees.

M. Discussion and possible action on approving Ordinance No 14-12, authorizing the borrowing of funds by the City of Elsa necessary to pay off several delinquent accounts and for operating capital.

N. Discussion and possible action on renewing of Lease Agreement for Amigos Del Valle, Inc.

O. CLOSE/EXECUTIVE SESSION, CHAPTER 551, TEXAS GOVERNMENT CODE

Section 551.071: (Consultation with Attorney)

1.) Roy Garcia, Rotel Warehouse
2.) Joseph Campos, CDRI

P. OPEN SESSION / RECONVENE: The City Council will reconvene into open session and take action if any, on the discussion items in executive session.

Section 551.071: (Consultation with Attorney)

1.) Roy Garcia, Rotel Warehouse
2.) Joseph Campos, CDRI

Q. Discussion and possible action on accepting City Managers resignation.

R. Adjournment

IF DURING THE COURSE OF THE MEETING, THE COUNCIL SHOULD DETERMINE THAT A CLOSED OR EXECUTIVE SESSION OR MEETING IS AUTHORIZED BY SECTION 551.071 OF 55.074 THE GOVERNMENT CODE, VERNON'S TEXAS CODES, ANNOTATED. NOTICE OF CLOSED OR EXECUTIVE SESSION WILL BE GIVEN AFTER THE COMMENCEMENT OF THE MEETING COVERED BY THIS NOTICE PURSUANT TO SECTION 551.101 OF THE LOCAL GOVERNMENT CODE.

SHOULD ANY FINAL MOTION, DECISION, OR VOTE BE REQUIRED IN THE OPINION OF COUNCIL WITH REGARDS TO ANY ITEM DURING THE MEETING, THEN SUCH FINAL ACTION, DECISION, OR VOTE SHALL BE MADE DURING THE OPEN MEETING COVERED BY THIS NOTICE UPON THE RECONVENING OF THIS PUBLIC MEETING.

CERTIFICATION

I, CERTIFY THAT THE ABOVE NOTICE WAS POSTED ON THE BULLETIN ON THE ELSA MUNICIPAL BUILDING, 102 SOUTH DIANA STREET, ELSA, TEXAS ON THE 13th DAY OF DECEMBER AT 11:30 A.M.

(SEAL)

Veronica Montoya, City Secretary

Alonzo "Al" Perez Jr., Mayor
Victor Hernandez, Mayor Pro-Temp
Daniel Marichalar, Commissioner Pl. 1
Ricardo Sanchez, Commissioner Pl. 3
David Sanchez, Commissioner P.4
Juan Jose"JJ" Ybarra, City Manager

EXCERPTS
City of Elsa
REGULAR MEETING
DECEMBER 16TH 2014

THE CITY COUNCIL OF THE CITY OF ELSA, TEXAS MET FOR A REGULAR MEETING ON TUESDAY, DECEMBER 16, 2015 AT 7:00 P.M. AT THE CITY HALL LOCATED AT 102 SOUTH DIANA STREET, ELSA, TEXAS. THE FOLLOWING ARE TRUE AND CORRECT EXCERPT OF MINUTES.

G. Discussion and possible action on awarding bid to Solid Waste Collection Service for the City of Elsa.

Mayor Alonzo Perez, entertained a motion, Mayor Pro-tem Victor Hernandez made the motion to Accept ACI proposal and authorize the City Manager to enter into a contract with ACI, motion was Seconded by David Sanchez. Motion carried unanimously. The Mayor advised the companies Present that the bids received would be available for viewing at 8:30am the next morning.

CERTIFICATION

I Delmira Yanez, certify the above are an excerpt of the minutes of Regular Meeting held December 16, 2015.

(SEAL)

Delmira Y. Olivarez

Delmira Y. Olivarez, City Secretary

The City of Elsa is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, Sex, religion, age or disability in employment or the provision of services.

AI-51711 **Purchasing Department** **8. F.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Tanya Delira, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Sheriff's Office:

Requesting authority to purchase Command Staff Portraits in the amount of $635.46 thru Staples thru our membership/participation with Buyboard contract #407-12.

BACKGROUND

Portraits are to be used by the Sheriff's Office Command Staff

---

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-421-00-280-001-0-610

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

BUDGETARY IMPACT:

Amount available for requisition# 285592 as of 10-8-15 $635.46 for STAPLES BUSINESS ADVANTAGE

Attachments

Staples

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Debbie Tamez	10/07/2015 03:33 PM
Manuel Chapa	Manuel Chapa	10/08/2015 09:33 AM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Tanya Delira		Started On: 10/07/2015 02:51 PM
Final Approval Date: 10/16/2015		

Requisition

SHERIFF'S LAW ENFORMENT FACILITY

Req # 00285592

PO #

Date: 10/07/15

Bill To: x
x

Vendor : 319449
STAPLES BUSINESS ADVANTAGE
3711 BRIARPARK DRIVE, SUITE 275
HOUSTON TX 77042
FAX (866)572-8032

Ship To: SHERIFF'S LAW ENFORMENT FACILITY
711 EL CIBOLO RD.
EDINBURG TX 78539

Contact: MYRA MONTOYA
956-393-6024

Contract No: BUY BOARD 407-12

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
16.00	EACH	ITEM#NUD17401, EXECUTIVE FRAMES 8" X 10" BLACK/ MAHOGANY	15.39	246.24
2.00	EACH	ITEM#131781, LAWRANCE FRAMES IMAGES COLLECTION, 8" X 10" WOODEN BLACK PICTURE FRAME	48.72	97.44
10.00	EACH	ITEM#131687, LAWRANCE FRAMES 8" X 10" WOODEN BLACK PICTURE FRAME	15.99	159.90
12.00	EACH	ITEM#131239, LAWRANCE FRAMES 5" X 7" METAL BLACK PICTURE FRAME	10.99	131.88
		Account No	Encumbrance	
		5-1100-421-00-280-001-0-610	635.46	
			Freight	.00
			Total	635.46
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

Authorized By: _____

Req 285592

050160

STAPLES Advantage

Return to the previous page

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Executive Frames, 8" x 10", Black/Mahogany

Staples Item # NUD17401 | MFR Item #NUD17401

Brand Name/Manufacturer: Nu-Dell



$15.39 EA/1

16

PRODUCT **DETAILS**

Description

- Hardwood
- 8" x 10"
- Black/mahogany
- Rich and elegant way to showcase awards or photographs
- Unbreakable protective plastic face
- Easel back for desktop, also hangs vertically or horizontally

Would you like to give **feedback** on product content, images, or tell us about a lower price?

Specifications

Brand Name	Nu-Dell

CUSTOMER **REVIEWS**

Command Stuff

STAPLES Advantage

Return to the previous page

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Lawrence Frames Images Collection 8" x 10" Wooden Black Picture Frame (765580)

Staples Item # 131781 | MFR Item #765580

Brand Name/Manufacturer: Lawrence Frames



$48.72 EA/1

PRODUCT **DETAILS**

Description

- Vertical picture frame to showcase your favorite photographs
- Can display photos measuring 8" x 10" (without mat)
- Dimensions: 13.58"H x 11.61"W
- Wood construction for enhanced aesthetic appeal and durability
- Classic single-frame design complements any decor
- Can be placed on a tabletop or mounted on a wall for easy viewing
- Acid free mat for protection of photographs from damage

Would you like to give **feedback** on product content, images, or tell us about a lower price?

Specifications

Brand Name	Lawrence Frames

CUSTOMER **REVIEWS**

STAPLES Advantage

Return to the previous page

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(10)

Chief Deputy & Chief Deputy

Lawrence Frames 8" x 10" Wooden Black Picture Frame (755580)

Staples Item # 131687 | MFR Item #755580

Brand Name/Manufacturer: Lawrence Frames



$15.99 EA

PRODUCT **DETAILS**

Description

- Vertical picture frame to easily display your prized memories
- Can display photos measuring 8" x 10" (without mat)
- Dimensions: 10.63"H x 8.63"W
- Wood construction for enhanced aesthetic appeal and durability
- Classic single-frame design complements any decor
- Can be placed on a tabletop or mounted on a wall for easy viewing

Would you like to give **feedback** on product content, images, or tell us about a lower price?

Specifications

Brand Name	Lawrence Frames

CUSTOMER **REVIEWS**

STAPLES Advantage

Return to the previous page

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Lawrence Frames 5" x 7" Metal Black Picture Frame (230057)

Staples Item # 131239 | MFR Item #230057

Brand Name/Manufacturer: Lawrence Frames



$10.99 EA/1

✓ 12

5x7's

PRODUCT **DETAILS**

Description

Beautiful black velvet backing with easels for vertical or horizontal table top display. High quality 5x7 metal picture frame is made with exceptional workmanship and comes individually boxed.

- Horizontal or vertical picture frame to easily display your prized memories
- Can display photos measuring 5" x 7" (without mat)
- Dimensions: 10.91"H x 8.98"W
- Metal construction for added durability
- Classic single-frame design with sophisticated black border complements any decor
- Can be placed on a shelf, desk or any other tabletop
- Velvet backing retains the original shape

Would you like to give **feedback** on product content, images, or tell us about a lower price?

Specifications

Brand Name	Lawrence Frames

CUSTOMER **REVIEWS**

REVIEW SNAPSHOT® by PowerReviews

5.0 (based on 1 review)

Write a Review

Reviewed by 1 customer

Displaying review 1 Back to top

By Lesley
from Charlotte, NC

About Me Midrange Shopper

5.0 Simply great!

2/25/2014

PROS
Attractive Design
Comfortable
Easy To Assemble
Quality Construction

CONS

BEST USES
Informal Use

Comments about: Lawrence Frames 5" x 7" Metal Black Picture Frame (230057)

AI-51836 **Purchasing Department** **8. G.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Matilde Faz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

275th District Court:
Requesting authority to enter into a 36-month new (capital) lease copier for a RICOH AFICIO MP C4503 through our membership/participation with (DIR) Department of Information Resources awarded vendor, RICOH USA / GE RICOH USA contract DIR-TSO-3041 through Requisition #284855 in the amount of $164.38/month-equipment, 2,500 B/W impressions @ $0.0069 - $17.25/month & 250 color impressions @ $0.0428 - $10.70/month with a total of $192.33/month, effective upon approval.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-412-00-005-001-0-430/610/780

FUNDS AVAILABLE Y/N?: Yes MATCHING FUNDS Y/N?: No

BUDGETARY IMPACT:

Funds available through Req#284855.

Attachments

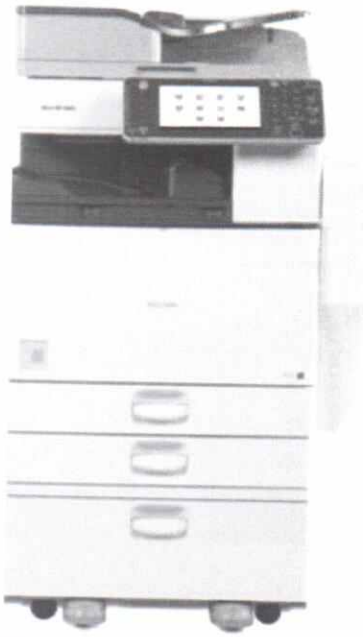
Quote
Web Price
Capital Log Sheet
Lease Calculator Sheet
req

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	10/15/2015 02:10 PM
Budget & Management	Veronica Ortiz	10/15/2015 03:12 PM
Glinda Pacheco	Glinda Pacheco	10/15/2015 03:44 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Matilde Faz		Started On: 10/15/2015 09:46 AM
Final Approval Date: 10/16/2015		

Ricoh MPC4503

Color and Black/White Multifunctional Device



Key Features

- 45-PPM monochrome and color
- 1,200-sheet paper capacity
  Tray 1 & 2 - 550 Sheet Paper Tray
  Cabinet Stand and Bypass – 100 Sheets
- Internal finisher / stapler
- Scan to/Print from USB/SD Card
- Postscript/OCR/Copy Data Security
- Configured Fax, Print & Scan; providing both black & white and color scanning
- DOSS (Data Overwrite Security System) standard - For ISO 15408 Compliance
- 5.7-second color/ 4-second monochrome first-print speed
- Energy Star® compliant

DIR Contract - Investment Details for 36 Months

Line	Equipment Breakdown	DIR Purchase Pricing	DIR 36 Month Pricing	Hidalgo Budget Code
20	Ricoh MPC4503 - #416518	$3,875.85	$125.84	780
23	ESP XG-PCS-15D - Digital Network Powerfilter	$151.13	$4.61	780
24	Network Print/Scan Connection (Seg. BC4)	$250.00	$7.63	780
38	Internal Finisher	$409.05	$12.48	780
42	Cabinet	$102.77	$3.13	780
45	Fax Option Type M4	$350.61	$10.69	531
	Equipment Totals	$5,139.40	$164.38	
	Service (2,500 B/W impressions monthly @ $0.0069)		$17.25	430
	Service (250 Color impressions monthly @ $0.0428)		$10.70	430
	Overages billed quarterly. B/W @ $0.0069 and color @ $0.0428			
	GRAND TOTAL FOR 1 MPC4503:		$192.33	

(Please see attached DIR Pricing Sheet for further break down and verification of contracted pricing)

On county PO, please include the following line item:
1.00 LOT Overages Billed Quarterly B/W @ $0.0069 & Color @ $0.0428 $100.00 (Budge code: 610)

Pricing Components Include: Equipment, Delivery, Installation, Operator Training, Maintenance, Toner, Staples and Service performed by Ricoh Customer Service Technicians (You will incur no additional charges for parts or labor)

****NOTE: All rates are Property Tax Inclusive and based off of the DIR Contract: DIR-TSO-3041**

RICOH
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RICOH

Texas DIR

Purchase / Lease / Full Maintenance

Ben Rotz - Area Manager, State & Local Government
Phone: 512-381-7842
Email: ben.rotz@ricoh-usa.com

Schedule B to
Ricoh Master Pricing Agreement

Contract #: DIR-TSO-3041

Ricoh Product Code EDP	Copies Prints Developments Per Minute	Ricoh Equipment and Options Prices Per Unit	Dec-14 Suggested Retail Price	Contract Equipment Purchase Price	FMV Lease 24 Monthly Payments	FMV Lease 36 Monthly Payments	FMV Lease 48 Monthly Payments	FMV Lease 60 Monthly Payments	Service Plan Options: Base Charge	Base Frequency	B&W Allowance	B&W CPC	Color Allowance	Color CPC	Supplies Included	Production 11x17 Click	Delivery & Installation Hardware
		Color															
416518	45 B&W / 45 Color	**MP C4503**	$18,590.00	**$3,875.85**	**$179.89**	**$125.84**	**$103.35**	**$90.85**									
416525	55 B&W / 55 Color	**MP C5503**	$22,014.00	**$5,808.24**	**$264.14**	**$184.78**	**$151.76**	**$133.40**		MTH		0.0069		0.0428	Yes		Included
416534	60 B&W / 60 Color	**MP C6003**	$25,315.00	**$9,029.22**	**$404.57**	**$283.02**	**$232.44**	**$204.33**		MTH		0.0070		0.0431	Yes		Included
006428MIU		ESP XG-PCS-15D (120 Volt, 15 Amp)	346.00	151.13	6.89	4.61	3.79	3.33		MTH		0.0070		0.0431	Yes		Included
PS-NWSCBC4		Network & Scan Connect - Seg BC4	425.00	250.00	10.90	7.63	6.26	5.51									
416545		Paper Feed Unit PB3150	760.00	283.11	12.34	8.63	7.09	6.23									
416544		Paper Feed Unit PB3160	1,650.00	472.52	20.60	14.41	11.84	10.40									
417270		Paper Feed LCIT PB3230	1,910.00	514.83	22.45	15.70	12.90	11.34									
416548		LCIT RT3030 (1500 Sheets)	1,910.00	513.83	22.40	15.67	12.87	11.31									
416550		Internal Shift Tray SH3070	450.00	163.22	7.12	4.98	4.09	3.59									
416552		1 Bin Tray BN3110 (125 Sheets)	580.00	221.65	9.66	6.76	5.55	4.88									
416551		Bridge Unit BU3070	220.00	82.62	3.60	2.52	2.07	1.82									
416539		Finisher SR3140 (1000 Sheet External)	1,930.00	720.36	31.41	21.97	18.05	15.86									
416540		Booklet Finisher SR3150 (1000 Sheet External)	4,040.00	1,133.44	49.42	34.57	28.39	24.96									
416609		Punch Unit PU3050 NA	980.00	223.67	9.75	6.82	5.60	4.93							No		
416542		Booklet Finisher SR3170 (2,000 Sheet External)	5,110.00	1,598.90	69.71	48.77	40.05	35.21									
416541		Finisher SR3160 (3,000 Sheet External)	3,550.00	1,210.01	52.76	36.91	30.31	26.64							No		
416612		Punch Unit PU3060 NA	980.00	223.67	9.75	6.82	5.60	4.93									
416543		Internal Finisher SR3130 (500 Sheet)	1,580.00	409.05	17.83	12.48	10.25	9.01									
416615		Punch Unit PU3040 NA	980.00	266.99	11.64	8.14	6.69	5.88									
416910		Smart Operation Panel Type M3	380.00	142.06	6.19	4.33	3.56	3.13									
416730		Imagestable Area Extension Unit Type M3	110.00	38.29	1.67	1.17	0.96	0.84									
100478FNG		Cabinet Type F	250.00	102.77	4.48	3.13	2.57	2.26									
416737		Caster Table Type M3	270.00	108.81	4.74	3.32	2.73	2.40									
		Fax Accessories															
416584		Fax Option Type M4	1,400.00	350.61	15.29	10.69	8.78	7.72									
416588		Fax Connection Unit Type M4	290.00	110.83	4.83	3.38	2.78	2.44									
416589		G3 Interface Unit Type M4	910.00	365.72	15.95	11.15	9.16	8.05									
001342MIU		32MB Memory 400dpi/SAF	205.00	37.28	1.63	1.14	0.93	0.82									
		Print / Scan Option Accessories															
411699		IEEE 1284 Interface Type A	134.00	47.35	2.06	1.44	1.19	1.04									
416594		Camera Direct Print Card Type M4	270.00	25.19	1.10	0.77	0.63	0.55									
416591		Postscript3 Unit Type M4	630.00	429.20	18.71	13.09	10.75	9.45									
416598		SD card for NetWare printing Type M4	200.00	75.56	3.29	2.30	1.89	1.66									
416599		IPDS Unit Type M4	1,730.00	655.88	31.13	22.16	17.72	15.09									
414007		File Format Converter Type E	817.00	204.52	8.92	6.24	5.12	4.50									
413012		Optional Counter Interface Unit Type A	91.00	29.22	1.27	0.89	0.73	0.64									
416869		Key Counter Bracket Type M3	131.00	51.38	2.24	1.57	1.29	1.13									
415814		Card Reader Bracket Type 3352	169.00	60.45	2.64	1.84	1.51	1.33									
415620		Embeddec HotSpot Type S	961.00	386.88	18.36	13.07	10.45	8.90									
416595		Browser Unit Type M4	170.00	63.47	2.77	1.94	1.59	1.40									
416572		IEEE 802.11a/g/n Interface Unit Type M2	800.00	304.27	13.27	9.28	7.62	6.70									
416605		OCR Unit Type M2	340.00	125.94	5.49	3.84	3.15	2.77									
416731		Color Controller E-22C	6,500.00	2,254.79	98.31	68.77	56.48	49.65									
416733		Color Controller Connection Board Type M4	340.00	137.02	5.97	4.18	3.43	3.02							No		
404582		Fiery Compose FS-100	1,210.00	755.63	32.95	23.05	18.93	16.64									
404598		Fiery Impose Type FS-100	2,300.00	1,666.41	72.66	50.83	41.74	36.69									
404600		Hot Folders TYPE FS-100	725.00	526.92	22.97	16.07	13.20	11.60									
404601		Spot On Type FS100	725.00	526.92	22.97	16.07	13.20	11.60									
404602		Auto Trap TYPE FS-100	725.00	526.92	22.97	16.07	13.20	11.60									
007091MIU		Fiery CPS v4	3,290.03	2,343.45	102.17	71.48	58.70	51.60									
007096MIU		Fiery CPSv4 Software only	2,241.00	1,219.08	53.15	37.18	30.54	26.84									
007095MIU		Fiery ES-2000 Spectrophotometer	1,294.75	942.01	41.07	28.73	23.60	20.74									
007183MIU		EFI Productivity Pack for Fiery E22b E22c	5,000.00	3,065.82	133.67	93.51	76.80	67.51									
GCP0001-PS1		Ricoh App For Google Cloud Print	69.00	66.50	3.16	2.25	1.80	1.53									
		Security & Misc. Accessories															
416391		Copy Data Security Unit Type C	960.00	217.62	9.49	6.64	5.45	4.79									
100266FNG		External USB Keyboard(No bracket)	70.00	40.30	1.76	1.23	1.01	0.89									
416729		Smart Card Reader Built-in Unit Type M2	115.00	42.32	1.84	1.29	1.06	0.93									
416909		External Keyboard Bracket Type M3	110.00	38.29	1.67	1.17	0.96	0.84									
416373		Data Overwrite Security Unit Type H	530.00	198.48	8.65	6.05	4.97	4.37									
MXRHDMPC6003		TYPE MP C6003 Removable Hard Drive	1,500.00	803.99	35.05	24.52	20.14	17.70									
MXARHDMPC6003		TYPE MP C6003 Additional Removable Hard Dr	630.00	535.99	23.37	16.35	13.43	11.80									
EQ-RETURN-SEG2PLUS		Lease Return	250.00	-	-	-	-	-									
		GRAND TOTAL PURCHASE PRICE		$5,139.40		$164.38						2,500 B/W images @ $0.0069	$17.25	250 Color images @ $0.0428	$10.70	**Total Annual Service Payment**	$192.33

2015 Capital Lease Versus Operating Lease Test

Tab	CC Date	Dept No.	Lease / Property Schedule No.	Req.#	Asset Module Asset ID No.	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 Mo.'s	Total Principal Pmts Over Lease Term	FMV of Leased Equip. at Lease Inception	Capital or Operating Lease? (Calculated Field)	% Interest
								1	2	3a	3b	4a	4b		
16	6/2/2015	210	PLANNING DET.	276500	DIR-1674	MP5054SP	$133.79	N	N	48	60	$6,421.92	$5,341.00	Capital Lease	9.346
17	6/2/2015	210	PLANNING DET.	276500	DIR-1674	MP5054SP	$133.79	N	N	48	60	$6,421.92	$5,341.00	Capital Lease	9.346
18	6/2/2015	210	PLANNING DET.	276500	DIR-1674	MP5054SP	$133.79	N	N	48	60	$6,421.92	$5,341.00	Capital Lease	9.346
19	6/2/2015	210	PLANNING DET.	276500	DIR-1674	MP5054SP	$133.79	N	N	48	60	$6,421.92	$5,341.00	Capital Lease	9.346
11	6/16/2015		County Court Law 8	276415	DIR-1674	MPC4503	$155.64	N	N	36	60	$5,603.04	$5,103.00	Capital Lease	
20	6/19/2015	67	JP 4 PL 1	277984	DIR-1674	MP5054	$133.69	N	N	48	60	$6,417.12	$5,337.00	Capital Lease	9.346
21	6/19/2015	60	JP 2 PL 2	278768	DIR-1674	MP3354SO	$126.70	N	N	48	60	$6,081.60	$5,058.00	Capital Lease	9.345
22	9/1/2015	65	JP 3 PL 1	279095	DIR-3041	MPC4503	$169.10	N	N	48	60	$8,116.80	$6,500.53	Capital Lease	11.345
23	9/1/2015	370	Veteran's	279991	DIR-3041	MPC4503	$181.74	N	N	48	60	$8,723.52	$7,005.29	Capital Lease	11.201
24	9/1/2015	85	Public Defender	281576	DIR-3041	MPC4503	$145.36	N	N	48	60	$6,977.28	$5,552.47	Capital Lease	8.449
25	9/29/2015	291	Constable Pct. 1	284038	DIR-3041	MPC2503	$127.51	N	N	48	60	$6,120.48	$4,840.17	Capital Lease	12.020
26	10/13/2015		District Attorney		DIR-TSO-3041	MP5054SP (4)	$147.41	N	N	48	60	$7,075.68	$5,594.17	Capital Lease	
27	10/13/2015		District Attorney		DIR-TSO-3041	MP5054SP (10)	$176.80	N	N	48	60	$8,486.40	$6,767.52	Capital Lease	
28	10/13/2015	380	Agriilfe Extension	284199	DIR-TSO-3041	WC7835 PT	$162.01	N	N	36	60	$5,832.36	$6,192.36	Capital Lease	13.750
29	10/28/2015	124	PCT #4		BB 430-13	2-Holt CT660	$4,001.14	Y	Y	84	84	$336,095.76	$306,048.48	Capital Lease	2.690
30	10/13/2015		Pct #1	285218	DIR-TSO-3092	CS-3051ci	$224.39	N	N	36	60	$8,078.04	$7,257.00	Capital Lease	7.095
31	11/10/2015	5	275th District Court	284855	DIR-TSO-3041	MPC4503	$164.38	N	N	36	60	$5,917.68	$5,139.40	Capital Lease	9.395

Tab	CC Date	Dept No.	Lease / Property Schedule No.	Req. Number	Asset Module Asset ID No.	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 Mo.'s	Total Principal Pmts Over Lease Term	FMV of Leased Equip. at Lease Inception	Capital or Operating Lease? (Calculated Field)	% Interest
32												$0.00			

2. Enter values in the mandatory fields (green highlight) are entered and the optional fileds (peach highlighted), if available.
3. The results of the test will display in the last column.
4. Highlight the basis of your answers to the above test criteria on the source documents.
5. For each capital lease, attach this schedule and the lease/property schedule agreements as support to Form AM-5.
6. For each lease, calculate the interest rate using solely the equipment FMV and the equipment montly cost (www.calculator.net).

Note: The interest rate cannot exceed 15%

Capital lease if it meets any one of the following four conditions:

1. **If there is a transfer of ownership to the lessee at the end of the lease term.**
2. **if there is an option to purchase the asset at a bargain price at the end of the lease term.**
3. **If the lease life exceeds 75% of the life of the assets**

Financial Calculators
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Lease Calculator

Fix Rate | **Fix Payment**

Product/Property Value	$	5139.40
Residual Value	$	0
Lease Term		3 years
		0 months
Monthly Payment	$	164.38

Calculate

Result

Interest/Return Rate	**9.395%**
Total of 36 Monthly Payments	$5,917.68
Total Interest	$778.28



Mortgage Rate: 30 year fixed, all points, Credit score

Consumer Direct Mortgage	$1,158/month Points: 0 Fees: $0 NMLS # 790396	APR: 3.750% Rate: 3.750% Lock: 30 days Oct. 15	Next > 877-588-7375
Sebonic Financial	$1,140/month Points: 0 Fees: $0 NMLS # 66247	APR: 3.625% Rate: 3.625% Lock: 31 days Oct. 15	Next > 877-661-8303
citi	$1,176/month Points: 0 Fees: $1,355 NMLS # 412915	APR: 3.920% Rate: 3.875% Lock: 60 days Oct. 15	Next > 877-693-8156

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What is a Lease?

A lease is a contract made for the use of an asset. It is made between a lessor (the owner of the asset) and a lessee (the person who wants to use the asset).

You will hear the most about leasing houses and cars, but you can lease anything. Businesses routinely lease all sort of equipment, because the effect on the bottom line and on tax is favorable.

There is a considerable difference between leasing an asset and renting it. A lease contract is a strictly binding business agreement. The two parties make the agreement and neither one can deviate from its terms (without some very exceptional reason). Lease an apartment for three years, and you owe the rent on that apartment for the next three years month by month, and if you don't pay it, you will incur serious penalties.

This is very different from renting an apartment. Most rental contracts are covered by much more considerate terms for the tenant, who can move out early; arrange late payment in some cases, etc. That is why it is unusual for a landlord to lease an apartment to an individual – the laws covering rental contracts are better protection for both tenant and landlord. However, should a business seek an apartment to use, perhaps, for executives who visit the city from time to time, a leasing agreement might be favorable.

When agreeing to a lease, you will almost certainly be asked to make a deposit to cover risk of damages and non-payment. It should be clearly stated in the lease that the deposit is refundable.

Leasing a Car

The most common form of leasing seen today is automobile leasing. This is not because leasing a car is cheaper than buying one – on the contrary, overall it's more expensive. But auto leasing has two principal benefits that make it very popular despite the expense: You can always drive a fairly new car, and it's always under warranty; and, for the same budget, you can often get a larger, more luxurious, better-equipped car.

When you lease, there are many factors to consider: The initial down payment, the amount of the monthly payment, the time of the lease (this is usually three years in the U.S., but it is possible to

Requisition

Req # 00284855

PO #

Date: 09/24/15

Bill To: x
x

Vendor : 211567
GE CAPITAL INFORMATION TECHNOLOGY SOl
RICOH USA, INC.
P.O. BOX 650073
DALLAS TX 75265

Ship To: 275TH DISTRICT COURT
100 N. CLOSNER, 2ND FL
EDINBURG TX 78539

Contact: **galvarez**
956-318-2270

Contract No: **DIR-TSO-3041**

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DIR-TSO-3041 ***275th District Court*** DO NOT DUPLICATE ORDER		
3.00	MONTH	CO NEW 36-MONTH CAPITAL LEASE FOR A Ricoh Aficio MPC4503 #416518 KEY FEATURES: 45-PPM MONOCHROME AND COLOR 1,200-SHEET PAPER CAPACITY, TRAY 1 & 2 - 550 SHEET PAPER TRAY, CABINET STAND AND BYPASS - 100 SHEETS INTERNAL FINISHER / STAPLER SCAN TO / PRINT FROM USB/SD CARD POSTSCRIPT/OCR/COPY DATA SECURITY CONFIGURED FAX. PRINT & SCAN; PROVIDING BOTH BLACK & WHITE AND COLOR SCANNING DOSS (DATA OVERWRITE SECURITY SYSTEM) STANDARD - FOR ISO 15408 COMPLIANCE 5.7-SECOND COLOR/4-SECOND MONOCHROME FIRST-PRINT SPEED ENERGY STAR COMPLIANT	125.84	377.52
3.00	MONTH	CO ESP - XG-PCS-15D - Digital Network Powerfilter	4.61	13.83
3.00	MONTH	CO Network Print/Scan Connection (Seq.BC4)	7.63	22.89
3.00	MONTH	CO Internal Finisher	12.48	37.44
3.00	MONTH	CO Cabinet	3.13	9.39
3.00	MONTH	CO Fax Option Type - M4	10.69	32.07
3.00	MONTH	CO Service (2,500 B / W impressions monthly @ $0.0069)	17.25	51.75
3.00	MONTH	CO Service (250 Color impressions monthly @ $0.0428)	10.70	32.10
1.00	LOT	CO Overages Billed Quarterly B/ W @ $0.0069 & Color @ $0.0428	100.00	100.00
		Account No	Encumbrance	
		5-1100-412-00-005-001-0-430	83.85	
		5-1100-412-00-005-001-0-610	100.00	
		5-1100-412-00-005-001-0-780	493.14	
			Freight	.00
			Total	676.99
		To the extend permitted by the law and Constitution of the State of Texas, equipment is to be leased in accordance with the terms and conditions of State of Texas of Information Resources Contract No.DIR-TSO-3041 Appendix D Master Lease Agreement.		

Authorized By: _____

Requisition

Req # 00284855

PO #

Date: 09/24/15

Bill To: x
x

Vendor : 211567
GE CAPITAL INFORMATION TECHNOLOGY SOI
RICOH USA, INC.
P.O. BOX 650073
DALLAS TX 75265

Ship To: 275TH DISTRICT COURT
100 N. CLOSNER, 2ND FL
EDINBURG TX 78539

Contact:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		It is acknowledged and agreed that this Purchase Order constitutes a "Schedule" as defined in the Master Lease Agreement." Bill to / Ship to: Hidalgo, County of 275th District Court 100 N. Closner Blvd. Edinburg,Texas 78539 Phone: (956)318-2270 Fax: (956)318-2589 Contact: Ginna Alvarez		

Authorized By: _____

AI-51716 **Purchasing Department** **8. H.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Tanya Delira, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Texas Agrilife Extension Service:

Requesting authority to enter into a 36-month new (capital) lease copier for a WC7835PT through our membership/participation with (DIR) Department of Information Resources awarded vendor, Xerox Corporation DIR-TSO-3043 through Requisition #284199 in the amount of $162.01/month-equipment, B/W impressions @ $172.01/month effective upon approval.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-461-00-380-001-0-610

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

BUDGETARY IMPACT:

FISCAL YEAR: 2015- ACCT. #: 5-1100-461-00-380-001-0-780

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

BUDGETARY IMPACT:

Attachments

Xerox

email

Form Review

Inbox	Reviewed By	Date
Budget & Management	Veronica Ortiz	10/08/2015 09:13 AM
Glinda Pacheco	Glinda Pacheco	10/08/2015 05:05 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Tanya Delira		Started On: 10/08/2015 09:01 AM
Final Approval Date: 10/16/2015		

AI-51716
CC CONSENT
Meeting Date: 10/27/2015
Submitted For: Marty Salazar, PURCHASING DEPT.
Submitted By: Tanya Delira, PURCHASING DEPT.
Department: PURCHASING DEPT.

Texas Agri-Life Extension Serv.

Information

CAPTION

Agrilife Extension Service:
Requesting authority to enter into a 36-month new (capital) lease copier for a WC7835PT through our membership/participation with (DIR) Department of Information Resources awarded vendor, Xerox Corporation DIR-TSO-3043 through Requisition #284199 in the amount of $162.01/month-equipment, B/W impressions @ $172.01/month effective upon approval.

BACKGROUND

Fiscal Impact

FISCAL YEAR: 2015
ACCT. #: 5-1100-461-00-380-001-0-610
FUNDS AVAILABLE Y/N?: y
MATCHING FUNDS Y/N?:
BUDGETARY IMPACT:

FISCAL YEAR: 2015-
ACCT. #: 5-1100-461-00-380-001-0-780
FUNDS AVAILABLE Y/N?: y
MATCHING FUNDS Y/N?:
BUDGETARY IMPACT:

Attachments

Xerox

Form Review

Inbox	Reviewed By	Date
(Originator)	Tanya Delira	10/08/2015 09:01 AM

Form Started By: Tanya Delira
Started On: 10/08/2015 09:01 AM

Requisition

Req # 00284199

PO #

Date: 09/15/15

Bill To: x
x

Vendor : 42129
XEROX CORPORATION
P.O. BOX 731892
DALLAS TX 75373-1892

Ship To: TEXAS A & M AGRILIFE EXTENSION SERVIC
410 N. 13TH AVE
EDINBURG TX 78541

Contact: Nora L. Cruz
956-383-1026

Contract No:

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		Approved by C/C on _____ through Agenda Item #_____		
		DO NOT DUPLICATE ORDER		
2.00	MONTH	CO BASE MONTLHY FOR COPIER RENTAL FOR THE MONTHS OF NOVEMBER, 2015 AND DECEMBER, 2015. XEROX WORKCENTRE 7835PT PRINTER WITH Hi cap TANDEM TRAY (520 SHEET 200 SHEET A4/LETTER), 520 SHEET TRAY, 100 SHEET BYPASS, 1X250 OCT, DADF, IEP, DATA SECURITY, JOB BASED ACCOUNTING, POST SCRIPT, FULL NETWORK SCAN, SERVER FAX, iFAX, STD OUTPUT TRAY, INIT KIT. 36 MONTH LEASE OPTION: MAINTENANCE INCLUDING ALL SUPPLIES FOR 75,000 B&W PRINTS OVERAGE @ $0.0056 B&W / $0.0506 COLOR PRINTS INCLUDING STAPLES EXCEPT PAPER COMMODITY CODE-98523	144.33	288.66
2.00	MONTH	CO WIRELESS PRINT KIT COMMODITY CODE-98523	1.98	3.96
2.00	MONTH	CO INTEGRATED FINISHER COMMODITY CODE-98523	15.70	31.40
1.00				.00
1.00	EACH	CO OVERAGES @ 0.0056 B&W AND 0.0506 FOR COLOR PRINTS INCLUDE STAPLES, EXCEPT PAPER TRADE IN SERIAL # XEH 797073	20.00	20.00
		Account No	Encumbrance	
		5-1100-461-00-380-001-0-610	20.00	
		5-1100-461-00-380-001-0-780	324.02	
			Freight	

Authorized By: _____

Requisition

Req # 00284199

PO #

Date: 09/15/15

Bill To: x
x

Vendor : 42129

XEROX CORPORATION
P.O. BOX 731892
DALLAS TX 75373-1892

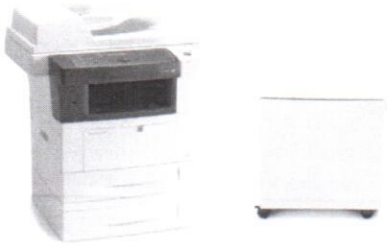
Ship To: TEXAS A & M AGRILIFE EXTENSION SERVIC
410 N. 13TH AVE
EDINBURG TX 78541

Contact:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233	Total	.00
				344.02

Authorized By: _____

DIR CONTRACT # DIR-TSO-3043



XEROX WorkCentre 7835 Printer with Hi cap Tandem Tray, (520 sheet 2000 sheet A4/Letter), 520 sheet Tray, 100 sheet bypass, 1x250 OCT, DADF, IEP, Data Security, Job based Accounting, Post Script, Full Network Scan, Server fax, iFax, Std Output Tray, init Kit.

36 Month Lease Option

	MSRP	DIR Customer Discount %	Customer Purchase Price	Monthly Price
BASE	$18,158.00	$ 73.80%	$ 4,757.00	$ 144.33
Wireless Print Kit	$ 99.00	$ 39.39%	$ 60.00	$ 1.98
Integrated Finisher	$ 999.00	$ 52.35%	$ 476.00	$ 15.70

Maintenance Including all Supplies for 75,000 B&W Prints Ovg. @ 0.0056 B&W $0.0506 CLR Prints including staples, except paper $ 10.00

TOTAL MONTHLY PRICE $ 172.01

Trade in serial # XEH 797073

Xerox Corporation

Vendor ID
1604680204
URL
Vendor Website
(http://www.portal.xerox.com/texasdir3043)
HUB Type
Non HUB

E-Rate Qualified

DIR Contract Number
DIR-TSO-3043
Contract Term End Date
6/16/2016
Contract Exp Date
6/16/2019

Contact Xerox Corporation

Contact
Lisa Sowell
(mailto:lisa.sowell@xerox.com)
Phone
(512) 343-5776
Fax
(512) 343-5705

Contact DIR

Contact
Airy Luangaphay
(mailto:airy.luangaphay@dir.texas.gov)
Phone
(512) 463-3018
Fax
(512) 475-4759

Contract Overview

Xerox offers Xerox branded hardware and related services for printers, scanners, Copier, and document management. Additional products and services include: Purchase, lease, rental and Manage Print Services. Customers can purchase directly through this DIR contract. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. Resellers are available for this contract.

Contract Documents

- DIR-TSO-3043 Contract PDF (162.19KB)
(http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3043 Contract.pdf)
- DIR-TSO-3043 Appendix A Standard Terms and Conditions PDF (496.98KB)
(http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3043 Appendix A Standard Terms and Conditions.pdf)
- DIR-TSO-3043 Appendix B HUB Subcontracting Plan PDF (767.23KB)
(http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3043 Appendix B HUB Subcontracting Plan.pdf)

Xerox WorkCentre 7835 Printer with Hi Cap Tandem Tray, (520 sheet, 2000 sheet A4/Letter), 520 sheet Tray, 100 Sheet Bypass, 1x250 OCT, DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server Fax, iFax, Std Output Tray, Init Kit	W7835PT	35	$18,158.00	73.80%	$4,757.00	$183.20 Includes 75,000 black prints. Excess black @ $.0056; all color @ $.0506	
Equipment Monthly Lease Payment	**24 Mo**	**36 Mo**	**48 Mo**	**60 Mo**			
	No Bid	$144.33	$113.20	$94.62	Lease prices require additional Base Maintenance listed below		

Annual Maintenance Including all Supplies for Purchase & Leased Device	**Monthly Base Maintenance $**	**Copy Allowance (Number of Copies Included)**	**Overage Rate (4 decimals)**	***CPC for Monthly Base Maintenance (4 decimals)***	***Pooling not available for rental unless thru MPS or bulk buy***
Year 1	$ 10.00	75,000 B&W 0 Color	0.0056 B&W 0.0506 color	N/A	
Year 2	$ 10.00	75,000 B&W 0 Color	0.0056 B&W 0.0506 color	N/A	
Year 3	$ 10.00	75,000 B&W 0 Color	0.0056 B&W 0.0506 color	N/A	
Year 4	$ 10.00	75,000 B&W 0 Color	0.0056 B&W 0.0506 color	N/A	
Year 5	$ 10.00	75,000 B&W 0 Color	0.0056 B&W 0.0506 color	N/A	

Volume Band C2							
Manufacturer, Model, Features, Description	**Part Number**	**No. of Avg. Pages Per Minute (PPM)**	**MSRP**	**DIR Customer Discount % from MSRP**	**Customer Purchase Price EACH/Unit (MSRP-Discount)**	**Monthly Rental (Includes Maint & Supplies)**	
Xerox WorkCentre 7845 Printer with Hi Cap Tandem Tray (520 Sheet, 2000 Sheet A4/Letter), 520 Sheet Tray, 100 Sheet Bypass, 1x250 OCT, 130 Sheet DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server Fax, iFax, Std Output, Init Kit	W7845PT	45	$21,864.00	75.72%	$5,309.00	$203.07 Includes 75,000 black prints. Excess black @ $.0051; all color @ $.0456	
Equipment Monthly Lease Payment	**24 Mo**	**36 Mo**	**48 Mo**	**60 Mo**			

Wireless Print Kit		WIRELESS	$99.00	39.39%	$60.00		$2.38
Wireless Print Kit	36 mo	WIRELESS				$1.98	
Wireless Print Kit	48 mo	WIRELESS				$1.55	
Wireless Print Kit	60 mo	WIRELESS				$1.30	
For Xerox 5945: (lease rates valid only at time of initial order - custom quote required after equipment installs)							
Office Finisher with Bookletmaker (for 5945APT only)		OFCFIN-BM	$4,500.00	64.00%	$1,620.00		$64.14
Office Finisher with Bookletmaker (for 5945APT only)	36 mo	OFCFIN-BM				$53.45	
Office Finisher with Bookletmaker (for 5945APT only)	48 mo	OFCFIN-BM				$41.92	
Office Finisher with Bookletmaker (for 5945APT only)	60 mo	OFCFIN-BM				$35.05	
Single Line Fax Kit		LINE1FAX	$1,095.00	65.02%	$383.00		$15.16
Dual Line Fax Kit	36 mo	LINE1FAX				$12.63	
Dual Line Fax Kit	48 mo	LINE1FAX				$9.91	
Dual Line Fax Kit	60 mo	LINE1FAX				$8.29	
Dual Line Fax Kit		LINE2FAX	$1,399.00	36.03%	$895.00		$35.43
Dual Line Fax Kit - 36 mo	36 mo	LINE2FAX				$29.52	
Dual Line Fax Kit - 48 mo	48 mo	LINE2FAX				$23.16	
Dual Line Fax Kit - 60 mo	60 mo	LINE2FAX				$19.36	
2 Hole Punch Kit		2HPLGL	$795.00	85.53%	$115.00		$4.55
2 Hole Punch Kit - 36 mo	36 mo	2HPLGL				$3.80	
2 Hole Punch Kit - 48 mo	48 mo	2HPLGL				$2.97	
2 Hole Punch Kit - 60 mo	60 mo	2HPLGL				$2.49	
3-Hole Punch		3HOLEPCH	$795.00	85.53%	$115.00		$4.55
3-Hole Punch - 36 mo	36 mo	3HOLEPCH				$3.80	
3-Hole Punch - 48 mo	48 mo	3HOLEPCH				$2.97	
3-Hole Punch - 60 mo	60 mo	3HOLEPCH				$2.49	

USB HUB Kit	60 mo	USBHUB				$2.33	
For Xerox 7220: (lease rates valid only at time of initial order - custom quote required after equipment installs)							
Integrated Office Finisher		INTGDFN	$999.00	52.35%	$476.00		$18.84
Integrated Office Finisher	36 mo	INTGDFN				$15.70	
Integrated Office Finisher	48 mo	INTGDFN				$12.31	
Integrated Office Finisher	60 mo	INTGDFN				$10.29	
Office Finisher		OFCFNLX	$1,999.00	68.78%	$624.00		$24.70
Office Finisher	36 mo	OFCFNLX				$20.58	
Office Finisher	48 mo	OFCFNLX				$16.15	
Office Finisher	60 mo	OFCFNLX				$13.50	
Single Line Fax Kit		LINE1FAX	$1,095.00	65.02%	$383.00		$15.16
Single Line Fax Kit	36 mo	LINE1FAX				$12.63	
Single Line Fax Kit	48 mo	LINE1FAX				$9.91	
Single Line Fax Kit	60 mo	LINE1FAX				$8.29	
Dual Line Fax Kit		LINE2FAX	$1,399.00	36.03%	$895.00		$35.43
Dual Line Fax Kit	36 mo	LINE2FAX				$29.52	
Dual Line Fax Kit	48 mo	LINE2FAX				$23.16	
Dual Line Fax Kit	60 mo	LINE2FAX				$19.36	
Scan to PC Desktop 5 Seat Licenses		SCN2SE-5	$349.00	10.03%	$314.00		$12.43
Scan to PC Desktop 5 Seat Licenses	36 mo	SCN2SE-5				$10.36	
Scan to PC Desktop 5 Seat Licenses	48 mo	SCN2SE-5				$8.12	
Scan to PC Desktop 5 Seat Licenses	60 mo	SCN2SE-5				$6.79	
Scan to PC Desktop PRO 5 Seats		SCNPRO5	$1,189.00	25.23%	$889.00		$35.19
Scan to PC Desktop PRO 5 Seats	36 mo	SCNPRO5				$29.33	
Scan to PC Desktop PRO 5 Seats	48 mo	SCNPRO5				$23.00	
Scan to PC Desktop PRO 5 Seats	60 mo	SCNPRO5				$19.24	

Calculator.net

- Financial Calculators
  - Mortgage Calculator
  - Loan Calculator
  - Auto Loan Calculator
  - Interest Calculator
  - Real Estate Calculator
  - Take-Home-Paycheck Calculator
  - Payment Calculator
  - Retirement Calculator
  - Amortization Calculator
  - Investment Calculator
  - Currency Calculator

Lease Calculator

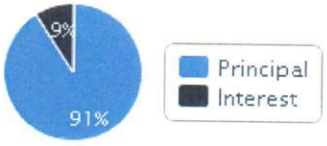
Fix Rate | Fix Payment

Product/Property Value	$	5293.00
Residual Value	$	0
Lease Term		3 years
		0 months
Monthly Payment	$	162.01

Calculate

Result

Interest/Return Rate	**6.410%**
Total of 36 Monthly Payments	$5,832.36
Total Interest	$539.36



Mortgage Rate: 30 year fixed, all points, Credit score

2015 Capital Lease Versus Operating Lease Test

Tab	CC Date	Dept No.	Install Date	Serial Number	Lease / Property Schedule No.	Req. No.	Asset Module Asset ID No.	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 Mo.'s	Total Principal Pmts Over Lease Term	FMV of Leased Equip. at Lease Inception	Capital or Operating Lease? (Calculated Field)	% Interest
										1	2	3a	3b	4a	4b		
1	1/20/2015				Court At Law #7	269529	DIR-1674	MP C4503	$127.84	N	N	48	60	$6,136.32	$5,103.00	Capital Lease	
2	3/3/2015	130			Elections	269560	DIR-1674	MP 7502SP	$300.57	N	N	48	60	$14,427.36	$11,999.00	Capital Lease	
3	3/17/2015	90	CANCELLED	UPGRADED	Dist Clk for 449th	270914	DIR-1674	MP 5002SP	$155.83	N	N	36	60	$5,609.88	$5,109.00	Capital Lease	6.174
4	3/17/2015	90	CANCELLED	UPGRADED	Dist Clk for 430th	270914	DIR-1674	MP 5002SP	$155.83	N	N	36	60	$5,609.88	$5,109.00	Capital Lease	6.174
5	3/17/2015	90	CANCELLED	UPGRADED	Dist Clk Basement	270914	DIR-1674	MP 5002SP	$155.83	N	N	36	60	$5,609.88	$5,109.00	Capital Lease	6.174
6	3/17/2015	110			Public Affairs	272271	DIR-1674	MP C4503	$148.37	N	N	48	60	$7,121.76	$5,923.00	Capital Lease	
7	3/17/2015	110	4/24/2015		Public Affairs	268578	DIR-1664	3051ci	$136.72	N	N	36	60	$4,921.92	$5,889.00	Operating Lease	
8	3/31/2015	124			PCT #4	272864	DIR-1674	MPC5503	$223.31	N	N	48	60	$10,718.88	$8,915.00	Capital Lease	9.344
9	5/5/2015	125			County Courthouse	277960	407-12	Mailing Sys	$929.00	N	N	60	60	$55,740.00	$45,953.04	Capital Lease	7.874
10	5/19/2015	240			Human Services	275489	DIR-1674	MP7502SP	$359.02	N	N	36	60	$12,924.72	$11,771.00	Capital Lease	
12	5/19/2015	90			Dist Clk for 449th	275806	DIR-1674	MP5054SP	$188.42	N	N	36	60	$6,783.12	$6,054.00	Capital Lease	
13	5/19/2015	90			Dist Clk for 430th	275806	DIR-1674	MP5054SP	$188.42	N	N	36	60	$6,783.12	$6,054.00	Capital Lease	
14	5/19/2015	90			Dist Clk Basement	275806	DIR-1674	MP5054SP	$188.42	N	N	36	60	$6,783.12	$6,054.00	Capital Lease	
15	5/19/2015	160			PURCHASING DEPT		ADD ON	MPC4503	$3.38	N	N	44	60	$148.72	ADD ON	to Capital Lease	
16	6/2/2015	210			PLANNING DET.	276500	DIR-1674	MP5054SP	$133.79	N	N	48	60	$6,421.92	$5,341.00	Capital Lease	9.346
17	6/2/2015	210			PLANNING DET.	276500	DIR-1674	MP5054SP	$133.79	N	N	48	60	$6,421.92	$5,341.00	Capital Lease	9.346
18	6/2/2015	210			PLANNING DET.	276500	DIR-1674	MP5054SP	$133.79	N	N	48	60	$6,421.92	$5,341.00	Capital Lease	9.346
19	6/2/2015	210			PLANNING DET.	276500	DIR-1674	MP5054SP	$133.79	N	N	48	60	$6,421.92	$5,341.00	Capital Lease	9.346
11	6/16/2015				County Court Law 8	276415	DIR-1674	MPC4503	$155.64	N	N	36	60	$5,603.04	$5,103.00	Capital Lease	
20	6/19/2015	67			JP 4 PL 1	277984	DIR-1674	MP5054	$133.69	N	N	48	60	$6,417.12	$5,337.00	Capital Lease	9.346
21	6/19/2015	60			JP 2 PL 2	278768	DIR-1674	MP3354SO	$126.70	N	N	48	60	$6,081.60	$5,058.00	Capital Lease	9.345
22	9/1/2015	65			JP 3 PL 1	279095	DIR-3041	MPC4503	$169.10	N	N	48	60	$8,116.80	$6,500.53	Capital Lease	11.345
23	9/1/2015	370			Veteran's	279991	DIR-3041	MPC4503	$181.74	N	N	48	60	$8,723.52	$7,005.29	Capital Lease	11.201
24	9/1/2015	85			Public Defender	281576	DIR-3041	MPC4503	$145.36	N	N	48	60	$6,977.28	$5,552.47	Capital Lease	8.449
25	9/29/2015	291			Constable Pct. 1	284038	DIR-3041	MPC2503	$127.51	N	N	48	60	$6,120.48	$4,840.17	Capital Lease	12.020
26	10/13/2015				District Attorney		DIR-TSO-3041	MP5054SP (4)	$147.41	N	N	48	60	$7,075.68	$5,594.17	Capital Lease	
27	10/13/2015				District Attorney		DIR-TSO-3041	MP5054SP (10)	$176.80	N	N	48	60	$8,486.40	$6,767.52	Capital Lease	
28	10/13/2015	380			Agriilfe Extension	284199	DIR-TSO-3041	WC7835 PT	$162.01	N	N	36	60	$5,832.36	$5,293.00	Capital Lease	6.410
29	10/28/2015	124			PCT #4		BB 430-13	2-Holt CT660	$4,001.14	Y	Y	84	84	$336,095.76	$306,048.48	Capital Lease	2.690
30	10/13/2015				Pct #1	285218	DIR-TSO-3092	CS-3051ci	$224.39	N	N	36	60	$8,078.04	$7,257.00	Capital Lease	7.095
31	11/10/2015	5			275th District Court	284855	DIR-TSO-3041	MPC4503	$164.38	N	N	36	60	$5,917.68	$5,139.40	Capital Lease	9.395

Zimbra **tanya.delira@co.hidalgo.tx.us**

Fwd: MFC Approval

From : Rudy Salinas <rudy.salinas1@co.hidalgo.tx.us> Thu, Oct 08, 2015 08:48 AM
Subject : Fwd: MFC Approval
To : Tanya De Lira <tanya.delira@co.hidalgo.tx.us>

Tanya,

I believe this is one of yours...fyi

Rudy Salinas
Purchase Order Specialist III
Phone: 292-7000 Ext: 4875

From: "Renan Ramirez" <renan.ramirez@co.hidalgo.tx.us>
To: "Rudy Salinas" <rudy.salinas1@co.hidalgo.tx.us>
Cc: "Nora Cruz" <nlcruz@ag.tamu.edu>
Sent: Thursday, October 8, 2015 8:43:11 AM
Subject: MFC Approval

Mr. Salinas,

I am now satisfied with the **Xerox** quote for **Extension Services**.

I give my approval.

= Thanks!

Renán Ramirez
Chief Information Officer
County of Hidalgo, Texas
956-289-7444

Zimbra **monica.badillo@co.hidalgo.tx.us**

Fwd: Xerox

From : Martha Salazar <martha.salazar@co.hidalgo.tx.us> Mon, Oct 19, 2015 03:24 PM

Subject : Fwd: Xerox 1 attachment

To : Monica Badillo <monica.badillo@co.hidalgo.tx.us>

Cc : Rudy Salinas <rudy.salinas1@co.hidalgo.tx.us>, tanya. delira <tanya.delira@co.hidalgo.tx.us>, nora cavazos <nora.cavazos@hcdd1.org>

Ms. Monica:
Please attach this e-mail to consent agenda noted below in red and if possible, ask Mr. Guerra to announce dept.'s request for No Action at this time.
Thanks,
Marty S.

From: "Nora Cruz" <nlcruz@ag.tamu.edu>
To: "Martha Salazar" <martha.salazar@co.hidalgo.tx.us>
Cc: "Tanya De Lira" <tanya.delira@co.hidalgo.tx.us>, "Andrea Valdez" <Andrea.Valdez@ag.tamu.edu>, "Renan Ramirez" <renan.ramirez@co.hidalgo.tx.us>
Sent: Monday, October 19, 2015 3:19:30 PM
Subject: Xerox

Good Afternoon Ms. Marty!

This is a request for you not to take action on **Agenda Item #51716** on Wednesday, October 21, 2015. We are exploring other possibilities on a more advanced machine and will need a little more time. Please let me know if you have any questions, or if there is anything that I would need to do in my part. We appreciate your attention to this matter.

Thank you,

Nora Linda Cruz
Administrative Assistant III
Texas AgriLIFE Extension Service
Hidalgo County
410 North 13th Avenue
Edinburg, TX 78541
Office: (956) 383-1026
Fax: (956) 383-1735

TEXAS A&M AGRILIFE EXTENSION

A SMILE IS WORTH A THOUSAND WORDS - HAVE A FANTASTIC DAY! :)



image001.jpg
3 KB

AI-51687 **Purchasing Department** **8. I.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Daniel Alaniz, PURCHASING DEPT.

Submitted By: Daniel Alaniz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

On behalf of the Hon. J.P. Homer Jasso, Sr., Pct. #4, Pl. 2, Roberto Leal, Court Coordinator is requesting the removal of fixed assets [detailed in supporting documentation attached herein] from the County's inventory listing.

BACKGROUND

Fiscal Impact

FISCAL YEAR: ACCT. #:

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

BUDGETARY IMPACT:

Said assets have no value as demonstrated and calculated in documentation attached.

Attachments

JP 4 PL 2 Judge Jasso

JP 4 PL 2 Judge Jasso

dep form

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	10/15/2015 01:55 PM
Budget & Management	Veronica Ortiz	10/15/2015 03:11 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM

Form Started By: Daniel Alaniz Started On: 10/06/2015 11:44 AM

Final Approval Date: 10/16/2015

AFFIDAVIT

State Of Texas |
|
County of Hidalgo |

Before me, the undersigned authority, a Notary Public and in for the State of Texas, on the same date personally appeared Roberto Leal, who after being duly sworn, deposes and says:

My name is Roberto Leal and I am Court Coordinator at Hidalgo County JP PCT 4 PL 2 Court Room.

I am requesting that the Hidalgo County Commissioner's Court and/or the Hidalgo County Purchasing Department remove the items listed on Exhibit A, attached hereto, as inventory in this Department's possession. After exhausting all efforts to locate these items by the Purchasing Department, it has been determined that these items are no longer physically present in this Department or part of our inventory.

These items have been searched for by the Fixed Assets Division of the Purchasing Department with the assistance of Daniel Alaniz and this department. Together, we have reviewed our current inventory.

The above is true and correct to the best of my knowledge.

R. Leal

Department Head

State of Texas |
|
County Of Hidalgo |

Sworn to and subscribed before me, a Notary Public, in and for the State of Texas on this the 1 day of October, 2015

.

ALEIDA LOPEZ
MY COMMISSION EXPIRES
November 1, 2017

NOTARY PUBLIC, State of Texas

EXHIBIT A

ASSET #	DESCRIPTION	SERIAL #	HIST COST	ACQ DATE
42851	DELL OPTIPLEX 280 MINITOWER	G0Z1361	$1,070.42	12/14/2004
43894	DELL LATITUDE D620	3QQNPCL	$1,768.68	04/10/2007

HIDALGO COUNTY, TEXAS
PURCHASING DEPARTMENT - FIXED ASSETS DIVISION
DEPRECIATION FORM

input info

Prepared By
Requested E
Date:

Asset Number	Description	Hist Cost	Acq Date	Acq. Year	Current Year	Life Expectancy	Curr Usage (yrs)	Residual Value 10%	Depreciable Value
42851	DELL OPTIPLEX GX 280 MINITOWER	$1,070.42	12/14/2004	2004	2015	6	11	$107.04	$963.38
43894	DELL LATITUDE D620 LAPTOP	$1,768.86	4/10/2007	2007	2015	6	8	$176.89	$1,591.97
		$2,839.28						**$283.93**	**$2,555.35**

Historical Cost - Residual Value = **$2,555.35**

: Daniel Alaniz

By:

Yearly Depreciatio	Current Depreciation	Current Value
$160.56	$963.38	$0.00
$265.33	$1,591.97	$0.00
	$2,555.35	**$0.00**

AI-51774 **Purchasing Department** **8. J.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Daniel Alaniz, PURCHASING DEPT.

Submitted By: Daniel Alaniz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Aleida S. Lopez, Court Coordinator of J.P. Pct 4 P.L. 1 is formally requesting the removal of fixed assets from the county's inventory listing. (backup information is attached)

BACKGROUND

Fiscal Impact

Attachments

JP 4 PL 1 Judge Espinoza

JP 4 PL 1 Judge Espinoza

JP 4 PL 1 Judge Espinoza

Form Review

Inbox	**Reviewed By**	**Date**
Budget & Management	Veronica Ortiz	10/13/2015 04:47 PM
Glinda Pacheco	Glinda Pacheco	10/15/2015 02:12 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Daniel Alaniz		Started On: 10/13/2015 02:25 PM
Final Approval Date: 10/16/2015		

AFFIDAVIT

State Of Texas |
|
County of Hidalgo |

Before me, the undersigned authority, a Notary Public and in for the State of Texas, on the same date personally appeared Aleida S. Lopez , who after being duly sworn, deposes and says:

My name is Aleida S. Lopez and I am Court Coordinator at the Hidalgo County JP PCT 4 PL 1 Court Room.

I am requesting that the Hidalgo County Commissioner's Court and/or the Hidalgo County Purchasing Department remove the items listed on Exhibit A, attached hereto, as inventory in this Department's possession. After exhausting all efforts to locate these items by the Purchasing Department, it has been determined that these items are no longer physically present in this Department or part of our inventory.

These items have been searched for by the Fixed Assets Division of the Purchasing Department with the assistance of Daniel Alaniz and this department. Together, we have reviewed our current inventory.

The above is true and correct to the best of my knowledge.

Department Head
Court Coordinator

State of Texas |
|
County Of Hidalgo |

Sworn to and subscribed before me, a Notary Public, in and for the State of Texas on this the 13 day of October, 2015

.

ROBERTO LEAL
MY COMMISSION EXPIRES
March 13, 2018

NOTARY PUBLIC, State of Texas

EXHIBIT A

ASSET #	DESCRIPTION	SERIAL #	HIST COST	ACQ DATE
25584	DTK KEEN 386/40 COMPUTER	27015130	$1,700	10/12/1992
32983	CANNON NP6521 RDF F1		$2,176.62	03/23/1999
33331	FARSIGHT PENTIUM II		$1,217.00	03/23/1999
37263	SURVEILLANCE SYSTEM		$3,618.14	10/23/2001

HIDALGO COUNTY, TEXAS
PURCHASING DEPARTMENT - FIXED ASSETS DIVISION
DEPRECIATION FORM

input info

Prepared By: DANIEL ALANIZ
Requested By:
Date:

Asset Number	Description	Hist Cost	Acq Date	Acq. Year	Current Year	Life Expectancy	Curr Usage (yrs)	Residual Value 10%	Depreciable Value	Yearly Depreciatio	Current Depreciation	Current Value
25584	DTK KEEN 386/40 COMPUTER	$1,700.00	10/12/1992	1992	2015	7	23	$170.00	$1,530.00	$218.57	$1,530.00	$0.00
32983	CANNON NP6521 RDF F1	$2,176.62	3/23/1999	1999	2015	7	16	$217.66	$1,958.96	$279.85	$1,958.96	$0.00
33331	FARSIGHT PENTIUM II	$1,217.00	3/23/1999	1999	2015	7	16	$121.70	$1,095.30	$156.47	$1,095.30	$0.00
37263	SURVEILLANCE SYSTEM	$3,618.14	10/23/2001	2001	2015	7	14	$361.81	$3,256.33	$465.19	$3,256.33	$0.00
		$8,711.76						$871.18	$7,840.58		$7,840.58	$0.00

Historical Cost - Residual Value = $7,840.58

AI-51788 **Purchasing Department** **8. K.**

CC CONSENT

Meeting Date: 10/21/2015

Submitted For: Marty Salazar, PURCHASING DEPT.

Submitted By: Heidi Ortiz, PURCHASING DEPT.

Department: PURCHASING DEPT.

Information

CAPTION

Authority to advertise and approval of procurement packet [i.e. specifications/requirements, legal notice, draft requirement agreement, etc.] as attached hereto for Hidalgo County - [all funding sources, programs, agencies & entities] - Mailing Services" RFB No. 2015-323-11-18-HGO including the re-advertising of project in the event NO BIDS received and/or are rejected and project is still required.

BACKGROUND

Current contract with Upper Valley Mailing Services expires on December 31, 2015
Proposed schedule of events:

1st advertisement: October 31, 2015
2nd advertisement: November 7, 2015
Bid opening: November 18, 2015

Fiscal Impact

FISCAL YEAR: 2015 ACCT. #: 5-1100-415-00-200-002-350

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

BUDGETARY IMPACT:

Funds will be appropriated as needed.

FISCAL YEAR: 2015 ACCT. #: 5-1100-419-40-220-010-350

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

BUDGETARY IMPACT:

Funds will be appropriated as needed.

Attachments

Bid Package
Approval of Specs - Facilities
Approval of Specs - IT

Approval by Legal

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	10/15/2015 01:58 PM
Budget & Management	Veronica Ortiz	10/15/2015 03:11 PM
Glinda Pacheco	Glinda Pacheco	10/15/2015 03:31 PM
Auditor's Office	Monica Badillo	10/16/2015 04:53 PM
Form Started By: Heidi Ortiz		Started On: 10/14/2015 09:58 AM
Final Approval Date: 10/16/2015		

PURCHASING DEPARTMENT
County Of Hidalgo

October 27, 2015

_____
Bidder's name

_____
Address

_____
City

_____
State, Zip Code

Re: **Hidalgo County (All Funding Sources, Programs & Entities)**
Request for Bids: **"MAILING SERVICES"**
Bid No: 2015-323-11-18-HGO

Dear Gentleman/Ladies:

Enclosed please find a Request for Bids (RFB) packet for your review and consideration.

Hidalgo County Purchasing Department welcomes and appreciates your participation in the Request for Bids process.

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

Sincerely,

Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent

MLS/hgo

Enclosures

2812 S. Business Highway 281 ★ Edinburg, Texas 78539 ★ (956) 318-2626 ★ Fax (956) 318-2629

Hidalgo County Purchasing Department
2812 S. Business Highway 281
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

REQUEST FOR BIDS (RFB)

TABLE OF CONTENTS

HIDALGO COUNTY
(All funding sources, programs and entities)

"MAILING SERVICES"

RFB NO: 2015-323-11-18-HGO

Item	Description	No. of Pages
1.	Request for Bid Letter	1
2.	Request for Bid, Legal Notice	8
3.	Exhibit A, Specifications/Requirements	3
4.	Exhibit B, Bid Page	1
5.	Exhibit C, Insurance Requirements,	4
6.	Exhibit D, CIQ Conflict of Interest Questionnaire	1
7.	Vendor/Bidder Application and W-9 form	6
8.	Certification Regarding Debarment	1
9.	Draft Requirements Agreement	8

The above mentioned items shall be found in the Request for Bids (RFB) packet that is attached herewith. Should you find that any of the items are not attached in its entirety please contact Purchasing by calling (956) 318-2626, advise of missing documentation, and Purchasing will forward information either through facsimile or by U.S. Mail.

Thank you.

Martha L. Salazar, CPPB, Purchasing Agent

October 27, 2015
Date

REQUEST FOR BIDS

HIDALGO COUNTY
(ALL FUNDING SOURCES, PROGRAMS & ENTITIES)

"MAILING SERVICES"

Bid No: 2015-323-11-18-HGO

BID OPENING DATE:
November 18, 2015

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent
HIDALGO COUNTY Purchasing Department
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539



1. Sealed bids will be received for **HIDALGO COUNTY (ALL FUNDING SOURCES, PROGRAMS & ENTITIES)–"MAILING SERVICES"** in accordance with the specifications attached as Exhibit "A" hereto. Bids should address all specifications set forth. Bidders may suggest substitutions of features which they feel would be in the best interest of HIDALGO COUNTY ("County"). Strong rationale must be presented for any deviation from the specifications. HIDALGO COUNTY reserves the right to reject the deviation and its effect on the overall bid.

2. **ONE (1) ORIGINAL AND THREE (3) COPIES** of all bids are required with the bidders name and return address clearly typed/printed on upper left hand corner and the proper notation clearly typed/printed on the lower left hand corner of the envelope and/or package: **RFB-2015-323-11-18-HGO HIDALGO COUNTY(ALL FUNDING SOURCES, PROGRAMS & ENTITIES)–"MAILING SERVICES"** and in County's Purchasing Department, physical address: 2812 S. Business Hwy. 281, mailing address: 2812 S. Business 281- New Administration Building, Edinburg, Texas, **on or before 9:30 A.M., Wednesday, November 18, 2015. NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY RFB RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF EXPRESS ENVELOPE OR PACKAGE WITH REFERENCE TO RFB-2015-323-11-18-HGO -HIDALGO COUNTY (ALL FUNDING SOURCES, PROGRAMS & ENTITIES) – "MAILING SERVICES".**

   HIDALGO COUNTY reserves the right to refuse and reject any/all RFB and to waive any/all formalities or technicalities, or to accept the RFB considered the best and most advantageous to HIDALGO COUNTY.

3. HIDALGO COUNTY reserves the right to: A). separate and accept, or eliminate any item(s) listed under this bid that it deems necessary to accommodate budgetary and/or operational requirements; B.) reject any or all bids submitted and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid for approval; and C.) award the bid to one bidder or to multiple bidders if the County determines it is in its best interest to do so."

4. The Bidder shall not substitute items named in the bid without the express written consent of HIDALGO COUNTY. Failure of the delivered item to perform as specified or failure to meet the stated delivery schedule shall release HIDALGO COUNTY from all obligations to the contracting party with regard to the item(s) in question. In such event, County may elect to award the contract to the next-lowest responsible bidder, or to reject all bids and re-advertise.

5. For work to be performed at a County owned or operated location, each bidder shall, in its sole discretion, visit the job site before preparing the bid and thoroughly familiarize himself/herself with existing conditions. Bidder should take field dimensions and note all circumstances which affect the dollar amount of the bid.

6. Descriptive specifications are referenced in this document to indicate the general kind and quality of equipment desired by HIDALGO COUNTY. Due to various styles and

models of equipment, bidders are required to include illustrations, specifications, explanation of warranties, and service data with their bid including catalogue numbers and any necessary references.

7. No bid may be withdrawn within thirty (30) days from the scheduled time to open bids.

8. Proposed prices are to remain firm for a minimum of ninety (90) days after bid opening.

9. Any interpretations, amendments, corrections or changes to this bid document must be in a written addendum and signed by the County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for Bids. Bidders shall acknowledge receipt of all addenda as a part of their bid.

10. County reserves the right to accept or reject any or all bids.

11. Costs are to be net F.O.B., County Prepaid.

12. County is exempt from Federal Excise Tax, State Tax and Local Tax. DO NOT include tax in cost figure. If it is determined that tax was included in the cost figures it will not be included in the tabulation of any awards. Tax exemption certificates will be furnished upon request.

13. Funds for this procurement have been provided through the County budget for this fiscal year only. County, on an annual basis, has the right to reconsider a contract during the budget process for ensuing years if financial resources of County are insufficient to meet the liabilities of said contract. The award of a bid or contract hereunder will not be construed to create a debt of the County which is payable out of funds beyond the current fiscal year.

14. Upon award and prior to execution of a contract, Sole Proprietorships are required to submit a copy of their social security cards to the HIDALGO COUNTY Auditor's Office in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy o their Federal ID Number Certificate.

15. DELIVERY INSTRUCTIONS:

- No deliveries accepted after 3:00 P.M., Monday-Friday.
- At least seventy two (72) hours prior notice of delivery must be given to Martha L. Salazar, Purchasing Agent before delivery will be accepted.
- If you need additional information call the office listed below:

HIDALGO COUNTY Purchasing Department
Martha L. Salazar, Purchasing Agent
(956) 318-2626

16. BILLING AND PAYMENT INSTRUCTIONS:

- Invoices must include:
  a) Name and address of successful bidder

b) Name and address of receiving department or official
c) Purchase Order Number (if any) and Contract Number
d) Notation - **HIDALGO COUNTY (ALL FUNDING SOURCES, PROGRAMS & ENTITIES) –"MAILING SERVICES"** 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, CPA, County Auditor
2809 S. Bus. Hwy 281
Edinburg, Texas 78539
(956) 318-2511

17. SCHEDULE OF EVENTS

Bid Opening, 9:30 AM	**November 18, 2015**
Award of Contract	_____, 2015
Commence Work or Deliver Products	_____, 2015

18. Bid or Performance Bond and Debarment Certification; Payment Under Contract:

. If the contract proposed is for the construction of public works or is for a contract for goods & services exceeding $100,000, all bidders shall furnish a good and sufficient bid bond in the amount of five percent of the total contract price. A bid bond must be executed with a surety company authorized to do business in Texas. All bidders are also required to furnish a certification or acknowledgment stating that the contractor or vendor is free from suspension or debarment pursuant to federal regulation 45CFR Part 76.

. Together with the signing of a contract or issuance of a purchase order following the acceptance of a bid, and prior to commencement of the actual work, the bidder shall furnish a performance bond to the County for the full amount of the contract, if that contract exceeds $50,000.

. If the contract is for $50,000 or less, no money will be paid to the contractor until completion and acceptance of the work or the fulfillment of the purchase obligation to the County, and, if applicable, the receipt by County of satisfactory evidence that all subcontractors and material men have been paid.

. If a contract is for the construction, alteration or repair of public buildings or public works, the contractor *shall* provide a payment bond for a contract in excess of Twenty Five Thousand Dollars ($25,000.00), as required by Tex. Govt. Code Ch. 2253.

. For requirements contracts, bond requirements are determined by applying the proposed unit price to the estimated quantities included in the specifications.

19. ETHICAL STANDARDS:

. It shall be a breach of ethics to offer, give or agree to give any elected official, department head or employee, or former elected official, department head or employee, of the County, or for any elected official, department head or employee or former elected official, department head or employee of the County, to solicit, demand, accept or agree to accept from another person, entity or organization, a gratuity or an offer of employment in connection with any decision, approval, disapproval, recommendation, preparation or any part of a program requirement or purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore pending before any department or agency of the County.

. It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for the County, or any person associated therewith, as an inducement for the award of a subcontract or order.

. No public official shall have an interest in a contract awarded hereunder except in accordance with Tex. Loc. Govt. Code Chapter 171.

20. Disclosure of Conflict of Interest

. Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with HIDALGO COUNTY ("the County") to disclose in the Conflict of Interest Questionnaire (the "CIQ") attached as Exhibit D, the vendor, person, consultant or contractor's affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the HIDALGO COUNTY Clerk's Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business that contracts or seeks to contract with HIDALGO COUNTY for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful bidder fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with HIDALGO COUNTY are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor.

Please Submit completed CIQ forms to the HIDALGO COUNTY Clerk's Office located at 100 N. Closner, Edinburg, Texas 78539-HIDALGO COUNTY Courthouse

COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE BIDDER.

21. If, during the life of any contract or bid awarded, the successful bidder's net prices generally available to other customers for items awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to County.

22. Bids, and all goods and services provided there under, shall comply with all federal, state and local laws concerning this type(s) of goods and/or services.

23. Minimum Standards For Responsible Prospective Bidders: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder, by submitting a bid, represents to County that it meets the following requirements:

- Possess or is able to obtain adequate financial resources as required to perform under the bid;
- Be able to comply with the required or proposed delivery schedule;
- Have a satisfactory record of performance;
- Have a satisfactory record of integrity and ethics;
- Be otherwise qualified and eligible to receive an award.

24. Successful bidder will pay or cause to be paid, without cost or expenses to County, all FICA, FUTA/SUTA and Federal Income Withholding Taxes of all employees, and all wages and benefits as required by Federal or State law. Successful bidder's officers, agents and/or employees will not be entitled to any benefits of an employee or elected official of County, including, but not limited to, benefits associated with County's civil service system.

25. Any contract award to a successful bidder will be in effect until: A.) the contract expires, B.) delivery and acceptance of products, and/or performance of services ordered, or C.) terminated by County with thirty (30) day's written notice prior to cancellation.

26. County reserves the right to enforce performance of any contract awarded hereunder in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default by successful bidder; County reserves the right to terminate any contract immediately in the event a successful bidder fails to:

A.) Meet schedules;
B.) Pay any required fees or taxes; or
C.) Otherwise perform in accordance with the specifications.

27. Successful bidder shall defend, indemnify and save harmless County and all its elected officials, officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier of successful bidder in the execution of, or performance under, any contract which may result from bid award or which arises from any event or casualty happening on or within County premises themselves or happening upon or in any halls, elevators, entrances, stairways or approaches of or to such County facilities. Successful bidder shall pay any

judgment with costs which may be obtained against County growing out of such injury or damages, and shall, upon request, provide a defense to County by counsel reasonably acceptable to County. Successful bidder's indemnity hereunder shall include, but is not limited to, claims relating to patent, copyright or trademark infringement, and the like, arising out of the goods and services provided by successful bidder.

28. Successful bidder shall warrant that all items/services shall conform to the specifications and/or all warranties provided under the Uniform Commercial Code and be free from all defects in material, workmanship and the like. Items supplied under a contract pursuant to this Request for Bids shall be subject to County's approval. Items found to be defective or not meeting specifications shall be replaced by successful bidder within two business days at no expense to County. Items not picked up within one (1) week after notification shall be deemed a donation to County and may be used or disposed of at County's discretion and without waiver of any other rights of County as to the item's nonconformity.

29. This document and any disputes arising hereunder shall be governed and construed according to the laws of the State of Texas, and will be performable exclusively in HIDALGO COUNTY, Texas.

30. The successful bidder shall not assign, sell, transfer or convey its rights under any awarded contract, in whole or in part, without the prior written consent of County.

Bid
For
HIDALGO COUNTY
(all funding sources, programs & entities)
"MAILING SERVICES"
BID NO.: 2015-323-11-18-HGO

To: Martha L. Salazar, CPPB, Purchasing Agent
HIDALGO COUNTY Purchasing Department
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539

In accordance with the Specifications, and subject to all laws and regulations of the United States and state and local laws, the undersigned bidder proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned bidder further agrees, upon acceptance of its bid, to execute a contract and/or Purchase Order issued by HIDALGO COUNTY for performing and completing the work described in the Specifications within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

Bidder acknowledges receipt of all of the pages of the documents referenced in the Invitation to Bid Checklist presented in connection with this procurement. Bidder understands that HIDALGO COUNTY reserves the right to reject any or all bids and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving bids, as contained in the Specifications.

Respectfully submitted,

Bidder: _____

Address: _____

By: _____

Printed Name: _____

Title: _____

EXHIBIT "A"
HIDALGO COUNTY
(all funding sources, programs & entities)
"MAILING SERVICES"
BID NO. 2015-323-11-18-HGO

The Hidalgo County Purchasing Department is seeking bids from qualified vendors to provide services in accordance with the specifications/requirements specified herein and including, but not limited to all provisions set forth in the accompanying documentation. These services will be on an "As Needed Basis".

The Following are the Minimum Specifications for "Mailing Services" for Hidalgo County (all funding sources, programs & entities):

1. There will be a daily pick up, bar coding, sorting and delivery **(postage excluded)** of **all** qualifying U.S. Mail (packages, flats, letters, post cards, etc.), including UPS, Federal Express, Lone Star Overnight, non-freight packages, etc. (at no additional cost), with **no minimum daily quantity, and on an "as needed basis".**

2. The postage of all mail will continue to be processed by the Central Mail Room. The standard operating procedures for both the Hidalgo County Courthouse and Administration Building to date; has been that the Facilities Management personnel picks up the departments outgoing mail on a daily basis and delivers it to the Central Mail Room, where it is stamped. Vendor shall inform the Central Mail Room personnel of any special mail rates (i.e., postcards, over-night packages, etc.) to ensure that all reduced rates that the vendor receives are passed onto Hidalgo County.

3. Mailing Service shall be by an **insured and bonded carrier. All** mail will be picked up and delivered on **all** government operating days; on a set daily pick-up and delivery time (schedule). The departments opting to receive this mail pick up service shall coordinate with service provider. Once a schedule is agreed upon, there shall be no deviations in the routine without the departments' prior consent.

4. Mail will be picked up from the Central Mail Room located at the Hidalgo County Courthouse in Edinburg **and all** of the opting Hidalgo County departments and programs (i.e., satellite locations, WIC Offices, Precinct Offices, CSA, and Head-Start sites, etc) requesting mailing services, on an **"as needed basis".**

5. The mail will be processed and delivered as applicable (i.e., 1st class, standard mail, 3rd Class, international, parcel post, priority mail, express mail and USPS bulk rate drop) to the post office location which is most advantageous to Hidalgo County (either the Edinburg or McAllen Post Office) on the same day the mail is picked up.

6. The awarded bidder shall submit to Hidalgo County a detailed monthly invoice of daily mailing services.

7. The awarded bidder shall sort all bar code:
   a) All qualifying envelopes and flats, from one (1) ounce to one (1) pound;
   b) Post Cards (at a special mailing rate of defray the bar coding cost); and
   c) Packages exceeding one (1) pound.

TERMS AND CONDITIONS:

1. The initial term of the contract shall be for the period beginning ***January 1, 2016*** and ending on ***December 31, 2016*** and may be extended at the sole discretion of Hidalgo County for an additional one (1) year term under the same rate, terms and conditions.

2. Hidalgo County reserves the right to extend the contract for an additional sixty (60) day grace period at the end of the contract term due to unforeseen delay in the procurement of subsequent bid process.

3. The bidder who is awarded will ensure with a **written guarantee** that **all** qualifying mail is picked up and delivered promptly on a daily, and on an **"as needed,"** basis.

4. Arrangements will be made by the awarded bidder on the set daily time for mail to be picked up with each of the respective departments of Hidalgo County requesting mailing services.

5. The bidder who is awarded will ensure that all insurance documentation as per Exhibit "C" will be submitted to the Hidalgo County Purchasing Department on a timely manner.

6. Bid prices are to remain **firm** from BID AWARD DATE through the termination of the contract.

7. **All cost and expenses associated with the preparation and submission of (RFBs, proposals, statements of qualifications (RFQ) and quotes shall be the responsiblitiy of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.**

8. The contract shall remain in effect until contract expires, delivery/completion of services ordered or terminated by either party with a sixty (60) day written notice prior to any cancellation.

9. Hidalgo County reserves the right to award the bid to MULTIPLE bidders if the County determines it is in it's best interest to do so.

10. Hidalgo County reserves the right to reject any/all bids, to waive any/all formalities or technicalities, or to accept the bid considered the best and most advantageous to the County.

11. The successful bidder will indemnify and hold harmless the County, and its officers, officials, and employees, agents and attorneys for any and all claims and expenses arising out of or related to the performance of the contract awarded pursuant hereto.

12. Hidalgo County has the authority to utilize State Contracts from its membership with their existing or new cooperatives when ever it is in the County's best interest to do so.

13. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.

ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquiries and clarifications regarding the RFB's be addressed to Martha L. Salazar, CPPB, Purchasing Agent, 2812 S. Bus. Hwy. 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED**

ALL WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE OR VIA E-MAIL to heidi.ortiz@co.hidalgo.tx.us , BY NO LATER THAN 5:00 P.M. on November 11, 2015, to (956) 318-2629. Responses to said questions will be sent to all participating vendors via facsimile or e-mail by **November 13, 2015.**

EXHIBIT "B"
BID PAGE
HIDALGO COUNTY
(all funding sources, programs & entities)
"COUNTYWIDE MAILING SERVICES"
BID NO.: 2015-323-11-18-HGO

MAILING SERVICES AND BAR CODING		
DESCRIPTION	**PICK UP AND DELIVERY**	**BAR CODING**
Price per Letter Picked Up:		
Price per Package Picked Up:		
Price per Bulk Picked Up:		
Other Prices, If Applicable, See Below, (i.e., Post Cards, Federal Express, Lone Star Overnight, etc.):		
Price per Post Card Picked Up:		
Price per Federal Express Picked Up:		
Price per Lone Star Overnight Picked Up:		
Price per UPS Package Picked Up:		

NOTE: Vendor is to provide a Price Schedule to facilitate the tabulation of the bid received. The term of the contract will be effective January 1, 2016, subject to Commissioner's Court approval through December 31, 2016. Hidalgo County also reserves the option to extend the contract for an additional one (1) year renewal under the same rates/fees, terms, and conditions.

All costs and expenses associated with the preparation and submission of (bids, proposals/and or quotes) shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.

INTERNAL USE ONLY: Commodity Code# 915-58

Bidders Name:_____

Address:_____

City/State/Zip Code: _____

Phone №:_____ Fax №:_____

Authorized Signature:_____

Printed Name:_____ Date:_____

Title:_____ Email:_____

EXHIBIT "C"

Insurance Requirements
Applicable to the Acquisition of Goods and /or Services
(other than Professional Services)

The Bidder awarded the contract shall furnish proof of insurance, which will also include any subcontractor that is subcontracted by the bidder in at least the following limits, to be in place prior to providing any services under this Contract and to continue at all times in force in effect during the term of this Contract:

1. A Five Hundred Thousand Dollar ($500,000.00) Comprehensive General Liability insurance policy providing additional coverage to all underlying liabilities of County.

2. Automobile liability insurance policy with limits of at least Three Hundred Thousand Dollars ($300,000.00) per person and Five Hundred Thousand Dollars ($500,000.00) per occurrence. Coverage should include injury to or death of persons and property damage claims with limits up to Five Hundred Thousand ($500,000.00) arising out of the services provided to County hereunder.

3. Uninsured/Underinsured motorist coverage in an amount equal to the bodily injury limits set forth immediately above;

4. Workers compensation insurance in amounts established by Texas law, unless the Bidder is specifically exempted from the Texas Workers Compensation Act, Texas Labor Code Chapter 401, et. seq.

Hidalgo County will only accept certificates of insurance on an Acord form (as attached hereto). Certificates of insurance shall name Hidalgo County as additional insured and must be submitted to County for approval prior to any services being performed by Contractor. Each policy of insurance required hereunder shall extend for a period equivalent to, or longer than the term of the Contract, and any insurer hereunder shall be required to give at least thirty (30) days written notice to the County prior to the cancellation of any such coverage on the termination date, or otherwise. This Contract shall be automatically suspended upon the cancellation, or other termination, of any required policy of insurance hereunder, and such suspension shall continue until evidence adequate replacement coverage is provided to County. If replacement coverage is not provided within thirty (30) days following suspension of the Contract, this Contract shall automatically terminate.

Revised 10/01/08

ACORD	**CERTIFICATE OF INSURANCE**	DATE (MM/DD/YY)
PRODUCER	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	
INSURED	INSURER A:	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THER TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	**GENERAL LIABILITY** ☐ COMMERCIAL GENERAL LIABILITY ☐ ☐ CLAIMS MADE OCCUR ☐ OWNER'S & CONT. PROT ☐ OWNER'S PROTECTIVE LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY PROJECT ☐ LOC				EACH OCCURRENCE	$
					FIRE DAMAGE (Any one fire)	$
					MED (Any one person)	$
					PERS & ADV INJURY	$
					AL AGGREGATE	$
					ODUCTS – COMP/OP GG	$
B	**AUTOMOBILE LIABILITY** ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ☐ NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident)	$
					BODILY INJURY (Per person)	$
					BODILY INJURY (Per accident)	$
					PROPERTY DAMAGE (Per accident)	$
	GARAGE LIABILITY ☐ ANY AUTO				AUTO ONLY-EA ACCIDENT	$
					OTHER THAN AUTO ONLY EA ACC / AGG	$
C	**EXCESS LIABILITY** ☐ OCCUR ☐ CLAIM DE ☐ DEDUCTIBLE ☐ RETENTION $				EACH OCCURENCE	$
					AGGREGATE	$
D	**WORKERS COMPENSATION AND EMPLOYER'S LIABILIT**				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 BY CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL ***30*** DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE

SAMPLE

Insurance Requirement Acknowledgment

I, _____, authorized representative for _____,
Company/Vendor

hereby acknowledge receipt of the County's required insurance limits. Said requirements:

☐ will be acquired within 10 working days after notification from Purchasing Department of bid awarded by the Hidalgo County Commissioners' Court;

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

Automobile Liability: $_____ General Liability: $_____

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

_____ _____.
Authorized Representative Date

Notice to Bidder:
A certificate of insurance for the required insurance limits shall be provided to the Purchasing Department's Contract Managers in order to qualify for award of bid and to execute a contract between your Company and the County

Failure to provide Certificates of Insurance to the Purchasing Department's Contract Managers will cause the bid award to be rescinded and re-awarded to next lowest bidder. Certificates of Insurance will be monitored and verified on a **quarterly basis** to ensure coverage policy is in place. It is the Company's obligation to maintain the appropriate insurance coverage throughout the term of the contract.

(THIS PAGE MUST BE SUBMITTED WITH BID)

PROJECT REQUIREMENTS ACKNOWLEDGMENT

This is to certify that I, _____, possess all of the APPLICABLE:

1. Licenses: _____.
2. Bonds: _____.
3. Certificates: _____.
4. Permits: _____.
5. Other: _____.

Necessary to carry out the required project. Furthermore, I am providing copies of the required documentation so that, if my company is awarded this bid, I may be eligible to enter into a contract with Hidalgo County and proceed to complete the project in a timely manner.

* Any licenses, bonds, certificates, permits, etc. which are required must be presented as part of the bid packet in order to expedite the bid evaluation process. Failure to provide said documentation will result in the disqualification of your bid.

_____ _____.
Authorized Signature Date

_____.
Company

_____.
Address

_____.
City, State, Zip

(THIS PAGE MUST BE SUBMITTED WITH BID)

EXHIBIT "D"

CONFLICT OF INTEREST QUESTIONNAIRE — FORM CIQ

For vendor or other person doing business with local governmental entity

This questionnaire reflects changes made to the law by H.B. 1491, 80th Leg., Regular Session. This questionnaire is being filed in accordance with Chapter 176, Local Government Code by a person who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the person meets requirements under Section 176.006(a). By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. *See* Section 176.006, Local Government Code. A person commits an offense if the person knowingly violates Section 176.006. Local Government Code. An offense under this section is a Class C misdemeanor.	OFFICE USE ONLY Date Received

1 **Name of person who has a business relationship with local governmental entity.**

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.**

(The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date the originally filed questionnaire becomes incomplete or inaccurate.)

3 **Name of local government officer with whom filer has employment or business relationship.**

_____
Name of Officer

This section (item 3 including subparts A, B, C & D) must be completed for each officer with whom the filer has an employment or other business relationship as defined by Section 176.001(1-a), Local Government Code. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer named in this section receiving or likely to receive taxable income, other than investment income, from the filer of the questionnaire?

☐ Yes ☐ No

B. Is the filer of the questionnaire receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer named in this section AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

C. Is the filer of this questionnaire employed by a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership of 10 percent or more?

☐ Yes ☐ No

D. Describe each employment or business relationship with the local government officer named in this section.

4

_____ _____
Signature of person doing business with the governmental entity Date

Adopted 06/29/2007

HIDALGO COUNTY
PURCHASING DEPARTMENT
Bidder/Vendor Application

Complete in print or type. Please return this application to the Hidalgo County Purchasing Department thru Facsimile: (956) 318-2629 or (956) 292-7612 in person or regular mail to: 2812 S. Business Hwy. 281, Edinburg, Texas 78539 or e-mail: purchasing@co.hidalgo.tx.us

Company Name: Telephone No. ( )
dba Name:
Legal Name:
Mailing Address : Fax No. ( )
Physical Address:
City, State, Zip Tax I.D. No.
Remit to Address : City, State, Zip
E-Mail Address:
Representative(s) Name(s) & Title(s)
Type of Organization (check one): _____ Individual _____ Partnership _____ Corporation _____Non-Profit _____ LLC _____ Sole Proprietor _____ Other, Specify State Identification No._____ (Please attached completed W-9 form with this application) Federal Identification No. or (if individual) SS No.
State of Incorporation: _____ Date:_____ Other:
Type of Business (check one): _____ Manufacturer _____ Wholesaler _____ Retailer _____ Broker _____ Distributor _____ Service Organization _____ Other, Specify
Name & Title of Person(s) Authorized to Sign Bids, Proposals, and/or Contracts:
Small and/or Disadvantaged Business Information (check application criteria) Small Business: Disadvantaged Business (At Least 51% Ownership) ☐ Less than 125,000 annual gross receipt ☐ Black American ☐ Native American ☐ Less than 250,000 annual gross receipt ☐ HispanicAmerican ☐ Women ☐ Less than 499,000 annual gross receipt ☐ Asian Pacific American ☐ Other ☐ More than 500,000 annual gross receipt Have you been certified as a HUB or an MBE/WBE source?: ☐ Yes ☐ No Indicate Certification No.(s):_____ or are Certificate(s) attached?: ☐ Yes ☐ No
What type of product(s) is/are solicited by your company?: Would you like to be provided with specifications for procurements of such products?: ☐ Yes ☐ No
To Be Completed by the County: Rec'd by (Purchasing):_____ Date Rec'd by (Purchasing): Date Forwarded Information to Auditor's Office:_____Entry Date: _____ Vendor No.:

Revised12/14/06

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) DECLARATION

The primary objective of the Hidalgo County HUB Program is to ensure Historically Underutilized Businesses receive a fair and equal opportunity for participation in the County's procurement process. This fact holds true for Services (Professional & Non-Professional), Commodities, and Construction contracts and any subcontracts thereto. The program strongly encourages Prime Contractors to provide subcontracting opportunities to Certified Hub Contractors/Vendors. Our goal for HUB contractor/vendor participation, as well as HUB subcontractor participation is 30%. To be considered as a "Certified HUB Contractor/Vendor" the contractor/vendor must have been certified by, and hold a current and valid certification with any of the three agencies listed below.

Have you been Certified as a HUB or an MBE/WBE source?: ☐ Yes ☐ No

If yes, by whom?: ☐ Texas Building & Procurement Commission ☐ Other

Indicate Certification No(s).:_____ or Are Certificate(s) Attached?: ☐ Yes ☐ No

LIST OF CERTIFIED HUB SUBCONTRACTORS

(Attach additional pages if necessary)

What percentage of the Bid, RFP,or RFQ is to be subcontracted with Certified HUB sources?: %
(List HUB Subcontractor information below).

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐ Texas Building & Procurement Commission ☐ Other
Address: _____ City: _____ State: _____ Zip:

Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐ Texas Building & Procurement Commission ☐ Other
Address: _____ City: _____ State: _____ Zip:

Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

HUB Subcontractor Name: _____ HUB Status:
Certifying Agency (Check all applicable): ☐ Texas Building & Procurement Commission ☐ Other
Address: _____ City: _____ State: _____ Zip:
Contact Person: _____ Title: _____ Phone No.: ( )
Subcontract Amount: $_____ Description of Work to be Performed:

Form **W-9**
(Rev. January 2011)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name (as shown on your income tax return)

Business name/disregarded entity name, if different from above

Check appropriate box for federal tax classification (required): ☐ Individual/sole proprietor ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶

☐ Other (see instructions) ▶

☐ Exempt payee

Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

City, state, and ZIP code

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number

			–		–				

Employer identification number

		–							

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here Signature of U.S. person ▶ Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,
- The U.S. grantor or other owner of a grantor trust and not the trust, and
- The U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person, do not use Form W-9. Instead, use the appropriate Form W-8 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.

2. The treaty article addressing the income.

3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.

4. The type and amount of income that qualifies for the exemption from tax.

5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS a percentage of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,

2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the Instructions below and the separate Instructions for the Requester of Form W-9.

Also see *Special rules for partnerships* on page 1.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account, for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your income tax return. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your individual name as shown on your income tax return on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name/disregarded entity name" line.

Partnership, C Corporation, or S Corporation. Enter the entity's name on the "Name" line and any business, trade, or "doing business as (DBA) name" on the "Business name/disregarded entity name" line.

Disregarded entity. Enter the owner's name on the "Name" line. The name of the entity entered on the "Name" line should never be a disregarded entity. The name on the "Name" line must be the name shown on the income tax return on which the income will be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a domestic owner, the domestic owner's name is required to be provided on the "Name" line. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on the "Business name/disregarded entity name" line. If the owner of the disregarded entity is a foreign person, you must complete an appropriate Form W-8.

Note. Check the appropriate box for the federal tax classification of the person whose name is entered on the "Name" line (Individual/sole proprietor, Partnership, C Corporation, S Corporation, Trust/estate).

Limited Liability Company (LLC). If the person identified on the "Name" line is an LLC, check the "Limited liability company" box only and enter the appropriate code for the tax classification in the space provided. If you are an LLC that is treated as a partnership for federal tax purposes, enter "P" for partnership. If you are an LLC that has filed a Form 8832 or a Form 2553 to be taxed as a corporation, enter "C" for C corporation or "S" for S corporation. If you are an LLC that is disregarded as an entity separate from its owner under Regulation section 301.7701-3 (except for employment and excise tax), do not check the LLC box unless the owner of the LLC (required to be identified on the "Name" line) is another LLC that is not disregarded for federal tax purposes. If the LLC is disregarded as an entity separate from its owner, enter the appropriate tax classification of the owner identified on the "Name" line.

Other entities. Enter your business name as shown on required federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name/ disregarded entity name" line.

Exempt Payee

If you are exempt from backup withholding, enter your name as described above and check the appropriate box for your status, then check the "Exempt payee" box in the line following the "Business name/ disregarded entity name," sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note. If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.

The following payees are exempt from backup withholding:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2),

2. The United States or any of its agencies or instrumentalities,

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities,

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities, or

5. An international organization or any of its agencies or instrumentalities.

Other payees that may be exempt from backup withholding include:

6. A corporation,

7. A foreign central bank of issue,

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States,

9. A futures commission merchant registered with the Commodity Futures Trading Commission,

10. A real estate investment trust,

11. An entity registered at all times during the tax year under the Investment Company Act of 1940,

12. A common trust fund operated by a bank under section 584(a),

13. A financial institution,

14. A middleman known in the investment community as a nominee or custodian, or

15. A trust exempt from tax under section 664 or described in section 4947.

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 15.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 9
Broker transactions	Exempt payees 1 through 5 and 7 through 13. Also, C corporations.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 5
Payments over $600 required to be reported and direct sales over $5,000 [1]	Generally, exempt payees 1 through 7 [2]

[1] See Form 1099-MISC, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney, and payments for services paid by a federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on page 2), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note. See the chart on page 4 for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local Social Security Administration office or get this form online at *www.ssa.gov*. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at *www.irs.gov/businesses* and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting IRS.gov or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

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

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Part II. Certification

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

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on the "Name" line must sign. Exempt payees, see *Exempt Payee* on page 3.

Signature requirements. Complete the certification as indicated in items 1 through 3, below, and items 4 and 5 on page 4.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983. You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983. You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account [1]
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor [2]
4. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee [1]
b. So-called trust account that is not a legal or valid trust under state law	The actual owner [1]
5. Sole proprietorship or disregarded entity owned by an individual	The owner [3]
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulation section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	**Give name and EIN of:**
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity [4]
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulation section 1.671-4(b)(2)(i)(B))	The trust

[1] List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

[2] Circle the minor's name and furnish the minor's SSN.

[3] You must show your individual name and you may also enter your business or "DBA" name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

[4] List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 1.

*Note. Grantor also must provide a Form W-9 to trustee of trust.

Note. If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records from Identity Theft

Identity theft occurs when someone uses your personal information such as your name, social security number (SSN), or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes. Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to *phishing@irs.gov*. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: *spam@uce.gov* or contact them at *www.ftc.gov/idtheft* or 1-877-IDTHEFT (1-877-438-4338).

Visit IRS.gov to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

Certification
Regarding Debarment, Suspension and Ineligibility

As is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 76, Government-wide Debarment and Suspension, the applicant certifies, to the best of his or her knowledge and belief, that both it and its principals:

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;

b. Have not within a three-year period preceding this bid proposal and/or application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity with commission of any of the offenses enumerated herein; and

d. Have not within a three-year period preceding this bid proposal and/or application had one or more public transactions terminated for cause or default.

Signature:_____
Print Name:_____
Title:_____
Telephone Number:_____
Date:_____

If the bidder is unable to certify to all of the statements in this Certification, such bidder should attach an explanation to this proposal.

THE STATE OF TEXAS §

§

COUNTY OF HIDALGO §

SERVICE CONTRACT
C-15-323-00-00

THIS CONTRACT is made and entered into this **00** day of **Month, 2015** by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and_____ ("Company").

WHEREAS, Company responded to advertised notices for bids for Mailing Services (on an as needed basis) (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of Request for Bid (RFB) Procurement Packet being attached hereto as Exhibit "A" (the "RFB") and Company's Bid attached hereto as Exhibit "B" (the "Bid Page"), both such exhibits incorporated herein for all purposes (the "RFB" & the "Bid Page"); and

WHEREAS, in recognition of, and in consideration of, Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agrees that this Contract is entered into in order to provide the Services to locations at **Hidalgo County**. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this

Contract, and shall be obligated to render and provide the Services in accordance with the Specifications within **Hidalgo County** following a request for Services by the County. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period beginning **January 1, 2016** and ending on **December 31, 2016,** and may be extended at the sole discretion of County for an additional one (1) year period, unless this Contract is terminated pursuant to the provisions herein, whichever occurs first. County also reserves the right to continue this bid for an additional sixty (60) day Grace Period, under the same rates terms and conditions.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice

submitted by Company.

7. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County: **The County of Hidalgo**
Attn: County Judge

100 E. Cano
Edinburg, Texas 78539

If to Company

13. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Contract may be terminated by "County" in lieu thereof without cause upon thirty (30) days written notice.

15. This Contract shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Contract.

16. This Contract shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

17. **Commitment of Current Revenues Only.** In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of Buyer under this Contract, Buyer may terminate this Contract upon ninety (90) days written notice to Seller. Buyer agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Contract. The parties intend this provision to be a continuing right to terminate this Contract at the expiration of each budget period of Buyer pursuant to the provisions of Tex. Loc. Govt. Code Ann. ' 271.903 (Vernon Supp. 1996).

18. **Immunities.** Nothing in this Agreement is intended to, and Buyer does not hereby waive, release or relinquish any right to assert any of the defenses Buyer enjoys by virtue of the

state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to Buyer as to any claim or action of any person, entity, or individual against Buyer.

19. **Entire Agreement.** This Agreement contains the entire contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this Agreement not specifically set forth herein. This Agreement may be modified or amended only by agreement in writing executed by Buyer and Seller, and not otherwise.

WITNESS our hands in duplicate originals this_____ day of _____, 2015.

COUNTY OF HIDALGO

ATTEST:

By:_____
Ramon Garcia, County Judge

_____
Arturo Guajardo Jr., County Clerk

COMPANY:

By:_____

Printed Name:_____

Title:_____

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP

By:_____
Stephen L. Crain

EXHIBIT "A"

Request for Bid (RFB)
Procurement Packet

EXHIBIT "B"

BID PAGE

EXHIBIT "C"

CERTIFICATE OF INSURANCE

Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(APPROVAL OF SPECIFICATIONS)

To: **Daniel Flores,**
Hidalgo County Facilities Management

From: Heidi Garcia Ortiz, Buyer III
Hidalgo County Purchasing Department

Date: **September 16, 2015**

Re: **Approval or Disapproval of Specifications for: RFB NO.: -2015-323-00-00-HGO - Hidalgo County (all funding sources, program & entities) -"Mailing Services"**

Please review the following **SPECIFICATIONS** **and** verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE.** If specification is **NOT** met, make any and all modifications necessary and **return** the revised copy to the designated Buyer in the Purchasing Department, no later, September 21, 2015, by 4:00 P.M. If you have any questions, please call me at (956) 318-2626 ext# 4877.

APPROVE ☑	DISAPPROVE ☐
APPROVED WITH MODIFICATIONS ☐	

FUNDS AVAILABILITY: ✓ YES / _____ NO/ _____ Other

(Specify)_____

BUDGET ACCOUNT #: 5-1100-419-40-220-010-780

[signature]	Daniel Flores	220	10/9/15
AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 OR EMAIL TO : heidi.ortiz@co.hidalgo.tx.us

Enclosures

EXHIBIT "A"
HIDALGO COUNTY
(all funding sources, programs & entities)
"MAILING SERVICES"
BID NO. 2015-323-00-00-HGO

The Hidalgo County Purchasing Department is seeking bids from qualified vendors to provide services in accordance with the specifications/requirements specified herein and including, but not limited to all provisions set forth in the accompanying documentation. These services will be on an "As Needed Basis".

The Following are the Minimum Specifications for "Mailing Services" for Hidalgo County (all funding sources, programs & entities):

1. There will be a daily pick up, bar coding, sorting and delivery **(postage excluded)** of **all** qualifying U.S. Mail (packages, flats, letters, post cards, etc.), including UPS, Federal Express, Lone Star Overnight, non-freight packages, etc. (at no additional cost), with **no minimum daily quantity, and on an "as needed basis".**

2. The postage of all mail will continue to be processed by the Central Mail Room. The standard operating procedures for both the Hidalgo County Courthouse and Administration Building to date; has been that the Facilities Management personnel picks up the departments outgoing mail on a daily basis and delivers it to the Central Mail Room, where it is stamped. Vendor shall inform the Central Mail Room personnel of any special mail rates (i.e., postcards, over-night packages, etc.) to ensure that all reduced rates that the vendor receives are passed onto Hidalgo County.

3. Mailing Service shall be by an **insured and bonded carrier. All** mail will be picked up and delivered on **all** government operating days; on a set daily pick-up and delivery time (schedule). The departments opting to receive this mail pick up service shall coordinate with service provider. Once a schedule is agreed upon, there shall be no deviations in the routine without the departments' prior consent.

4. Mail will be picked up from the Central Mail Room located at the Hidalgo County Courthouse in Edinburg **and all** of the opting Hidalgo County departments and programs (i.e., satellite locations, WIC Offices, Precinct Offices, CSA, and Head-Start sites, etc) requesting mailing services, on an **"as needed basis".**

5. The mail will be processed and delivered as applicable (i.e., 1st class, standard mail, 3rd Class, international, parcel post, priority mail, express mail and USPS bulk rate drop) to the post office location which is most advantageous to Hidalgo County (either the Edinburg or McAllen Post Office) on the same day the mail is picked up.

6. The awarded bidder shall submit to Hidalgo County a detailed monthly invoice of daily mailing services.

7. The awarded bidder shall sort all bar code:
   a) All qualifying envelopes and flats, from one (1) ounce to one (1) pound;
   b) Post Cards (at a special mailing rate of defray the bar coding cost); and
   c) Packages exceeding one (1) pound.

ADDITIONAL INFORMATION:
Hidalgo County is requesting that any and all questions, inquiries and clarifications regarding the RFB's be addressed to Martha L. Salazar, CPPB, Purchasing Agent, 2812 S. Bus. Hwy. 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED**

ALL WRITTEN QUESTIONS WILL BE ACCEPTED VIA FACSIMILE OR VIA E-MAIL to heidi.ortiz@co.hidalgo.tx.us , BY NO LATER THAN 5:00 P.M. on Month 00, 2015, to (956) 318-2629. Responses to said questions will be sent to all participating vendors via facsimile or e-mail by **Month 00, 2015.**

Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(APPROVAL OF SPECIFICATIONS)

To: **Renan Ramirez,**
Hidalgo County IT Department

From: Heidi Garcia Ortiz, Buyer III
Hidalgo County Purchasing Department

Date: **September 16, 2015**

Re: **Approval or Disapproval of Specifications for: RFB NO.: -2015-323-00-00-HGO - Hidalgo County (all funding sources, program & entities) -"Mailing Services"**

Please review the following **SPECIFICATIONS** **and** verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE.** If specifications are **NOT** met, make any and all modifications necessary and **return** the revised copy to the designated Buyer in the Purchasing Department, **no later than September 21, 2015, by 4:00 P.M.** If you have any questions, please call me at (956) 318-2626 ext# 4877.

APPROVE ☒	DISAPPROVE ☐
APPROVED WITH MODIFICATIONS ☐	

FUNDS AVAILABILITY: ✓ YES / _____ NO/ _____ Other

(Specify)_____

BUDGET ACCOUNT #: 5-1100-415-00-200-002-x

	RENAN RAMIREZ	INF. TECHNOLOGY	09/21/15
AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 OR EMAIL TO: heidi.ortiz@co.hidalgo.tx.us

Enclosures

SCANNED

Zimbra **heidi.ortiz@co.hidalgo.tx.us**

RE: RFB No. 2015-323-00-00-HGO - "Mailing Services"

From : Steve Crain <scrain@atlashall.com> Thu, Sep 17, 2015 01:19 PM
Subject : RE: RFB No. 2015-323-00-00-HGO - "Mailing Services"
To : 'Heidi Ortiz' <heidi.ortiz@co.hidalgo.tx.us>

It is fine.

-----Original Message-----
From: Heidi Ortiz [mailto:heidi.ortiz@co.hidalgo.tx.us]
Sent: Thursday, September 17, 2015 2:06 PM
To: Steve Crain
Subject: RE: RFB No. 2015-323-00-00-HGO - "Mailing Services"

There you go.

----- Original Message -----
From: Steve Crain <scrain@atlashall.com>
To: 'Heidi Ortiz' <heidi.ortiz@co.hidalgo.tx.us>
Sent: Thu, 17 Sep 2015 13:40:59 -0500 (CDT)
Subject: RE: RFB No. 2015-323-00-00-HGO - "Mailing Services"

Take out the quotation mark before Mailing in the first Whereas clause.

-----Original Message-----
From: Heidi Ortiz [mailto:heidi.ortiz@co.hidalgo.tx.us]
Sent: Thursday, September 17, 2015 1:12 PM
To: Steve Crain
Subject: RE: RFB No. 2015-323-00-00-HGO - "Mailing Services"

I added it at the end.

----- Original Message -----
From: Steve Crain <scrain@atlashall.com>
To: 'Heidi Ortiz' <heidi.ortiz@co.hidalgo.tx.us>

Sent: Thu, 17 Sep 2015 11:15:01 -0500 (CDT)
Subject: RE: RFB No. 2015-323-00-00-HGO - "Mailing Services"

Where is the entire agreement clause?

-----Original Message-----
From: Heidi Ortiz [mailto:heidi.ortiz@co.hidalgo.tx.us]
Sent: Thursday, September 17, 2015 11:11 AM
To: Steve Crain
Subject: RE: RFB No. 2015-323-00-00-HGO - "Mailing Services"

Good morning Mr. Crain:

I made the changes requested.

Thank you,

Heidi

----- Original Message -----
From: Steve Crain <scrain@atlashall.com>
To: 'Heidi Ortiz' <heidi.ortiz@co.hidalgo.tx.us>
Sent: Wed, 16 Sep 2015 16:46:17 -0500 (CDT)
Subject: RE: RFB No. 2015-323-00-00-HGO - "Mailing Services"

In numbered paragraph 14 delete "either party" and substitute "County" in lieu thereof. Also add the immunities clause.

-----Original Message-----
From: Heidi Ortiz [mailto:heidi.ortiz@co.hidalgo.tx.us]
Sent: Wednesday, September 16, 2015 4:15 PM
To: Steve Crain
Subject: RFB No. 2015-323-00-00-HGO - "Mailing Services"

Good afternoon Mr. Crain:

Attached is the draft contract for the above listed project. Please review and advise if revisions are needed.

Thank you,

Heidi Garcia Ortiz

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Heidi Garcia Ortiz, Buyer III
Hidalgo County Purchasing Department
2802 S. Business Hwy 281
Edinburg, TX 78539
956-292-7000 Ext. 4877
956-292-7612 Fax
heidi.ortiz@co.hidalgo.tx.us

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Heidi Garcia Ortiz, Buyer III
Hidalgo County Purchasing Department
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