



PURCHASING DEPARTMENT  
County Of Hidalgo  
MEMORANDUM  
SOLE SOURCE DECLARATION  
"ORDER"

To: Hidalgo County Commissioners Court

From: Martha L. Salazar, CPPB  
Hidalgo County Purchasing Agent *mls*

Date: August 9, 2016

Re: "Sole Source Declaration" – Computing Systems Innovations-CSI

Hidalgo County through the IT Department completed the phased implementation of Tyler Technology's Odyssey-Criminal Justice Management Information System in 2015.

With recent changes to Texas Rules of Civil Procedures has dramatically expanded the number of data-types deemed "sensitive" and therefore subject to redaction. Case law may require full redaction for making records available online. Mandatory electronic filing, online access to court records itself has become not only necessary, but the policy of the Texas Supreme Court.

Hidalgo County's current Odyssey CJ-MIS does not provide a redaction services function.

Computing System Innovations [CSI] is the developer of a redaction services function that interfaces with the current Odyssey CJ-MIS. CSI is the sole source for this software.

Several other Texas Counties, including but not limited to: Collin, Dallas, Galveston, and at least 3 others have also approved Sole Source Declarations as all have the Odyssey CJ-MIS as well.

Therefore, it is necessary for Hidalgo County, commencing with the District Clerk to purchase the required redaction services software to include but not limited to all licenses, maintenance support, upgrades from Computing System Innovation, CSI.

This sole source declaration as described and detailed herein will remain in effect unless otherwise revoked by Hidalgo County Commissioners County.

August 5, 2016

Hidalgo County  
100 N Closner Blvd #E  
Edinburg TX 78539

VIA ELECTRONIC MAIL

RE: CSI's Intellidact® redaction functionality integrated with Odyssey®

To Whom It May Concern:

Sal, Johnson and Associates, Inc. d/b/a Computing System Innovations has a master framework agreement with Tyler to integrate our software with their Odyssey for the benefit of their customers. CSI is the sole source provider of Intellidact Redaction Software which is owned and registered to Computing System Innovations.

Sincerely,

  
Henry Sal  
President  
Computing System Innovations

**HIDALGO COUNTY PURCHASING DEPARTMENT**  
**SOLE SOURCE AFFIDAVIT**

**THIS IS AN OFFICIAL PURCHASING DOCUMENT-RETAIN WITH PURCHASE ORDER**


Before me, the undersigned official, on this day, personally appeared Henry Sal  
a person known to me to be the person whose signature appears below, whom after being duly sworn  
upon his/her oath deposed and said:

1. My name is Henry Sal. I am over the age of 18, have never been convicted of crime and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: Computing System Innovations
3. The above named company or firm is the sole source for the following item(s), product(s) or service(s):  
Intellidact Redaction and Odyssey Connector
4. Competition in providing the above named item(s), product(s), service(s) is precluded by the existence of a patent, copyright, secret process or monopoly as stated under Section 262.024(a)(7)(A), of the Local Government Code. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuations of any/all business with Hidalgo County.

Signature 

SWORN AND SUBSCRIBED TO under oath before me on 5<sup>th</sup> day of August, 2016.



  
NOTARY PUBLIC  
Charisse M. Hernandez  
PRINTED NAME

5-13-17  
MY COMMISSION EXPIRES

COMPANY NAME: Computing System Innovations  
ADDRESS, CITY, STATE & ZIP CODE: 791 Piedmont Wekiwa Road Apopka FL 32703  
PHONE: 407-598-1803 NUMBER: 407-598-1879  
CONTACT NAME AND TITLE: Henry Sal  
WEB ADDRESS www.csisoft.com EMAIL: hsal@csisoft.com  
FEDERAL TAX ID NUMBER: 59-3512778 TEXAS SALES TAX NUMBER: \_\_\_\_\_



## 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: darlene.betancourt@co.hidalgo.tx.us

Company Name:	Computing System Innovations	Telephone No. (407 )	598-1800
dba Name:	Computing System Innovations		
Legal Name:	Sal, Johnson & Associates, Inc.		
Mailing Address :	791 Piedmont Wekiwa Road	Fax No. (407 )	598-1879
Physical Address:	same as above		
City, State, Zip	Apopka, FL 32703	Tax I.D. No.	59-3512778
Remit to Address	Same as Mailing	City, State, Zip	
E-Mail Address:	tskipper@csisoft.com		
Representative(s) Name(s) & Title(s)	Henry Sal President Glen Johnson Vice President		
Type of Organization (check one):	<input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Non-Profit <input type="checkbox"/> LLC <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Other, Specify		
State Identification No.	59-3512778	(Please attached completed W-9 form with this application)	
	Federal Identification No. or (if individual) SS No.		
State of Incorporation:	FL	Date:	08/08/1997 Other:
Type of Business (check one):	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Wholesaler <input type="checkbox"/> Retailer <input type="checkbox"/> Broker <input type="checkbox"/> Distributor <input type="checkbox"/> Service Organization <input checked="" type="checkbox"/> Other, Specify Software Developer		
Name & Title of Person(s) Authorized to Sign Bids, Proposals, and/or Contracts:	Henry Sal, President		
<b>Small and/or Disadvantaged Business Information (check application criteria)</b>			
<b>Small Business:</b> _____ <b>Disadvantaged Business (At Least 51% Ownership)</b>			
<input type="checkbox"/> Less than 125,000 annual gross receipt	<input type="checkbox"/> Black American	<input type="checkbox"/> Native American	
<input type="checkbox"/> Less than 250,000 annual gross receipt	<input type="checkbox"/> Hispanic American	<input type="checkbox"/> Women	
<input type="checkbox"/> Less than 499,000 annual gross receipt	<input type="checkbox"/> Asian Pacific American	<input type="checkbox"/> Other	
<input type="checkbox"/> More than 500,000 annual gross receipt			
Have you been certified as a HUB or an MBE/WBE source?:			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Indicate Certification No.(s):	_____ or are Certificate(s) attached?:		<input type="checkbox"/> Yes <input type="checkbox"/> No
What type of product(s) is/are solicited by your company?:	Intellidact Redaction and Odyssey Connector		
Would you like to be provided with specifications for procurements of such products?:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>To Be Completed by the County: Rec'd by (Purchasing):</b> _____ <b>Date Rec'd by (Purchasing):</b> _____			
<b>Date Forwarded Information to Auditor's Office:</b> _____ <b>Entry Date:</b> _____ <b>Vendor No.:</b> _____			

**HISTORICALLY UNDERUTILIZED BUSINESS (HUB) DECLARATION**

The primary objective of the Hidalgo County HUB Program is to ensure Historically Underutilized Businesses receive fair and equal opportunity for participation in the County's procurement process. This fact holds true for Service (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/Vendor. 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?:  TPASS (Windows on State Government)  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):  TPASS (Windows on State Government)  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):  TPASS (Windows on State Government)  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):  TPASS (Windows on State Government)  Other  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_ Phone No.: ( ) \_\_\_\_\_  
Subcontract Amount: \$ \_\_\_\_\_ Description of Work to be Performed: \_\_\_\_\_

**Request for Taxpayer  
Identification Number and Certification**

Give form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return) <b>Sal, Johnson &amp; Associates, Inc.</b>	
Business name, if different from above <b>Computing System Innovations</b>	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	
<input type="checkbox"/> Exempt from backup withholding	
Address (number, street, and apt. or suite no.) <b>791 Piedmont Wekiwa Road</b>	Requester's name and address (optional)
City, state, and ZIP code <b>Apopka FL 32703</b>	
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 Line 1 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								
or								
Employer identification number								
5	9	3	5	1	2	7	7	8

**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. person (including a U.S. resident alien).

**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 ▶ *Charisse Hernandez*

Date ▶ 08/05/16

**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.

**U.S. person.** 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.

In 3 above, 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.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

**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,