

COUNTY OF HIDALGO PURCHASING DEPARTMENT AGENDA REQUEST FORM

No. 99---

Date: August 24, 1999 Meeting Date Request: August 31, 1999
 Deadline for Action: A.S.A.P. Contact Person: Martha L. Salazar
 Hidalgo County Purchasing Dept. for
 Department: Hidalgo County Phone: (956) 318-2626 Fax: (956) 383-2629

Martha L. Salazar, Hidalgo County Purchasing Agent *Martha L. Salazar*

Caption:

22A2

- I. Requesting approval of revision to Hidalgo County Purchasing Policies and Procedures, Section VII, Competitive Bidding, Article 7.01, Bidding Required, from \$15,000 limit to \$25,000 pursuant to Senate Bill 1669, effective September 1, 1999. (Texas Local Government Code Chapter 262, § 262.023)

Approved

Background:

See attached copy of Senate Bill 1669.

Please initial for approval: Funds available: Acct. # _____ as per _____

| | | | |
|--|--|--|--|
| <u>N/A</u> County Judge | <input type="checkbox"/> Commissioner Pct. 1 | Dept./Fund No. _____ | Account Code: _____ |
| <u>N/A</u> County Attorney | <input type="checkbox"/> Commissioner Pct. 2 | Amt. Expended: \$ _____ | Impact on Future Budget: Yes: <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Budget | <input type="checkbox"/> Commissioner Pct. 3 | Funds/Staffing Budgeted: Yes: <input type="checkbox"/> | No: <input type="checkbox"/> |
| <u>N/A</u> Personnel | <input type="checkbox"/> Commissioner Pct. 4 | No: <input type="checkbox"/> | |
| <i>mls</i> Purchasing | | | |

Comments:

Action taken by Commissioner's Court:

Approved Tabled _____ Denied _____ Motion made by _____ Seconded _____ Vote _____

16. Pct. #1:
 - A. Request approval of Elsa Clinic/Justice of the Peace Sub Station Construction invoice Application No. 1 and authorize auditor to make payment to Rio Valley Construction, Inc.
 - B. Appropriation of County Wide Road & Bridge funds to Pct. #1 Administration and Pct. #1 Road & Bridge fund accounts
17. Pct. #2:
 - A. Appointment to MH/MR Board
18. Pct. #3:
 - A. Approval to re-classify Personnel/Finance Manager position to Administrative Secretary II
 - B. Set salary
 - C. Approval of budget amendment - Administration
19. Pct. #4:
 - A. Approval to install "4 way stop" signs at the intersection of Canton Road and Cesar Chavez Road due to increase of traffic in school area
 - B. Authorization to create and set salary for one new clerical position in Paved/unpaved Roads
 - C. Approval to name two streets within Twin Acres Road Subdivision; the street on the east be named "Twin Palms Lane" and the street on the west be name "West Side Lane"
20. Right of Way:
 - A. Requesting exemption from competitive bidding requirements for professional services/engineering services with R. Gutierrez Engineering, Inc. services related to "I" Rd. project
 - B. Requesting approval of a professional engineering services contract with R. Gutierrez Engineering, Inc.
21. County Judge:
 - A. Discussion and update on Adult Detention Facility
 - B. Adoption of Amended and Restated Hidalgo County Subdivision Rules, effective September 01, 1999 to comply with recent statutory enactments
 - C. Discussion on consolidating Health and Planning Departments
22. Purchasing Department:
 - A. HIDALGO COUNTY -
 1. Approval of correction of effective date on contract document as per the Texas Senate Purchasing as approved by Commissioners Court on August 3, 1999.
 2. Requesting approval of revision to Hidalgo County Purchasing Policies and Procedures, Section VII, Competitive Bidding, Article 7.01, Bidding Required, from \$15,000 limit to \$25,000 pursuant to Senate Bill 1669, effective September 1, 1999. (Texas Local Government Code Chapter 262, §262.023)
 3. Requesting authority to advertise rental space for a: "Law Library" subject to compliance with Order establishing the current law library at Courthouse.
 - B. HIDALGO COUNTY PRECINCT NO. 3 -
 1. Recommending to reject all bids "Hauling Services for all road materials" due to modification of specifications.
 2. Requesting authority to re-advertise for "Hauling Service of all road materials."
 3. Requesting exemption from competitive bidding requirements for professional services/engineering services with Hinojosa Engineering services related to Precinct No. 3 "Design of the roadways of La Homa Rd. from mile 1 to mile 3 & La Homa Rd. to Abram Rd. covering 2 miles, Texas Department of Highways Standards."
 4. Requesting approval of a professional engineering service contract with: Hinojosa Engineering, subject to legal review.

AI-16235

22.A.4.

**Amending current Hidalgo County Purchasing Policies & Procedures
CC REGULAR**

Date: 06/30/2009
Submitted By: Marty Salazar, PURCHASING DEPT.
Submitted For: Marty Salazar
Department: PURCHASING DEPT.
Agenda Category: Purchasing Department **Purchasing only:** Hidalgo County

Information

CAPTION

Discussion, consideration and approval to modify Hidalgo County's Purchasing Policies & Procedures, pursuant to the State of Texas' 81st. Legislature-Regular Session, HB 987 (SB 624 identical) effective 6-22-09, Texas Local Government Codes 262 (various clauses), 271 (various clauses) sealed competitive bid (procurement) limit is changed (raised) from \$25,000.00 to \$50,000.00 and changing the work from bidding to procurement.

BACKGROUND

Fiscal Impact

FISCAL YEAR: **ACCT. #:**
FUNDS AVAILABLE Y/N?: **MATCHING FUNDS Y/N?:**
BUDGETARY IMPACT:

All county departments procuring goods, equipment and services would be impacted and budgets would need to be identified.

Attachments

- Link: [House Bill](#)
- Link: [House Bill](#)
- Link: [Policies and Procedures](#)

Form Routing/Status

| Route Seq | Inbox | Approved By | Date | Status |
|---------------------------------|------------------------------------|--------------------|---------------------------------|--------|
| 1 | Purchasing Department (Originator) | Marty Salazar | 06/26/2009 09:25 AM | APRV |
| 2 | Budget & Management | Erika Zamora | 06/26/2009 09:56 AM | APRV |
| 3 | Damaris San Miguel | Damaris San Miguel | 06/26/2009 02:43 PM | APRV |
| 4 | Auditor's Office | | 06/26/2009 05:42 PM | NEW |
| Form Started By: Marty Salazar | | | Started On: 06/25/2009 08:10 PM | |
| Final Approval Date: 06/26/2009 | | | | |

- 2. **AI-16162** Department of Budget and Management (1100):
Approval to appropriate 2008 revenues and expenditures in the amount of \$411,098.27 for Hurricane Dolly emergency expenditures as requested by the County Auditor.

H. Salary Schedule Changes:

- 1. **AI-16167** Health Clinics (1100):
 - a. Approval to create one (1) regular full-time Epidemiologist position, slot #0115, budgeted salary \$55,500.00.
 - b. Approval of 2009 interdepartmental transfer.
 - c. Approval of revised salary schedule.
- 2. **AI-16228** Temporary Positions - Various Depts.:
 - 1. Approval to extend twenty two (22) temporary positions approved by Commissioners' Court on 12/31/08 and needed from July 01, 2009 through December 31, 2009 as listed on the attachment.
 - 2. Approval of 2009 interdepartmental transfer.
 - 3. Approval of 2009 intradepartmental transfer.
- 3. **AI-16246** Purchasing Department (1100):
 - 1. Approval to create one (1) full-time Inventory Control Specialist Coordinator position, slot #0030 budgeted at \$38,220.00
 - 2. Approval of transfer of funds
 - 3. Approval of revised salary schedule

22. Purchasing Department - Marty Salazar:

NOTES:

- 1. FOR ANY CONTRACT(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE FORWARDED TO HIDALGO COUNTY AUDITOR'S OFFICE.
- 2. ANY/ALL REQUESTS FOR ACCEPTANCE AND APPROVAL OF CLAIMS/INVOICES UNDER THIS AGENDA WILL INCLUDE AUTHORITY FOR AUDITOR TO ISSUE PAYMENT AFTER REVIEW, AUDIT AND PROCESSING PROCEDURES ARE COMPLETED

A. Hidalgo County

- 1. **Current inter-local(s) and/or contract(s) for the "Housing of Inmates"**
- 2. **Presentation for discussion, consideration and action**
Including, but not limited to, the following items in connection with New Adult Detention Center:
 - a) Detention Facility Law Enforcement Center Design- Build Contract with including action regarding Landmark Application for payment, final punch list and release of retainage
 - b) Construction of additional pod(s)
 - c) Selection and engagement of an architect for the construction of additional pods
- 3. **Presentation for discussion, consideration and action (if necessary) including, but not limited to the following:**
 - a) Renovations of administration building
 - b) Other ongoing county owned building construction, renovation repair projects
 - c) Emergency situations occurring since last agenda meeting
- 4. **AI-16235 Discussion, consideration and approval to modify Hidalgo County's Purchasing Policies & Procedures, pursuant to the State of Texas' 81st. Legislature-Regular Session, HB 987 (SB 624 identical) effective 6-22-09, Texas Local Government Codes 262 (various clauses), 271 (various clauses) sealed competitive bid (procurement) limit is changed (raised) from \$25,000.00 to \$50,000.00 and changing the word from bidding to procurement.**

B. Pct. 1

- 1. **AI-16225** Acceptance and approval of Work Authorization Nos. 3, 4, & 5 with estimated amounts of \$2,000.00 each with Leonel Garza, Jr. & Associates, to provide professional appraiser