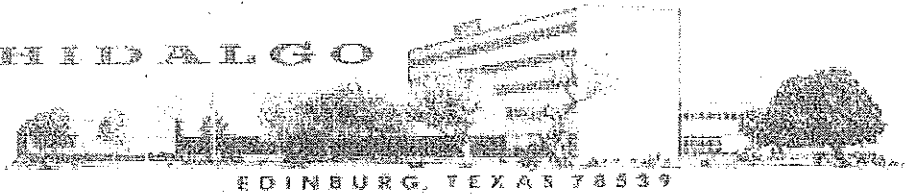


COUNTY HIDALGO



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

For faster processing of payment,
please resubmit invoice with this page
as the cover page. **DO NOT REMOVE
ANY PAGES ATTACHED.**

MAILING ADDRESS:
HIDALGO COUNTY AUDITOR'S OFFICE
P. O. BOX 689
EDINBURG, TEXAS 78540-0689

OFFICE OF THE COUNTY AUDITOR

NOTICE OF DISCREPANCY AND/OR ADVISORY

DATE: 11/04/2016

TO: EDNA KIRBY

DEPARTMENT: (200) INFORMATION TECHNOLOGY

FROM: ERIKA ORTIZ

PHONE: (956)-393-6023 ext 6023

REFERENCE: INFORMATION MANAGEMENT SOLUTIONS, L.L.C. Invoice #0008096

THE FOLLOWING DOCUMENT (S), i.e. **Invoice #0008096** IS/ARE BEING RETURNED, BECAUSE OF THE REASON (S) INDICATED BELOW AND REQUIRES YOUR IMMEDIATE ATTENTION. CORRECTIVE ACTION IS NECESSARY IN ORDER FOR MY OFFICE TO PERFORM ITS DUTIES ACCORDING TO STATUTES, POLICIES, FEDERAL REGULATIONS, AND ACCOUNTING STANDARDS.

PAYMENT (S) OF CLAIMS RELATED TO THIS DOCUMENT (S) WILL BE MADE AS SOON AS POSSIBLE AFTER CORRECTIVE ACTIONS HAS BEEN TAKEN AND THE CORRECTED AND PROPER DOCUMENTATION HAS BEEN SUBMITTED/RESUBMITTED TO THE AUDITOR'S OFFICE WITH SUFFICIENT TIME FOR THE AUDITOR TO EXAMINE AND APPROVE BEFORE THE NEXT SCHEDULED MEETING OF THE HIDALGO COUNTY COMMISSIONERS COURT, AS PER LOCAL GOVERNMENT CODE 113.064.

- EXPENDITURE INCURRED BEFORE PURCHASE ORDER ISSUED - PLEASE FOLLOW PROPER CLAIMS PROCEDURES
- PURCHASE ORDER NUMBER IS INCONSISTENT WITH INVOICE
- AMOUNT BILLED DOES NOT MATCH THE PURCHASE ORDER AMOUNT
- VENDOR ON PURCHASE ORDER DOES NOT MATCH INVOICE
- INSUFFICIENT DOCUMENTATION TO PROCESS PAYMENT
- SIGNATURE OR DATE NOT PRESENT
- SYSTEM SHOWS INVOICE PAID
- INSUFFICIENT FUNDING IN ACCOUNT # AVAILABLE \$
- NEEDS APPROVAL OF:
- NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS)
- NEEDS CORRECTION(S):
- NEEDS ADDITIONAL DOCUMENTATION i.e.,:
- OTHER:
- COMMENTS / RECOMMENDATION: AS PER CONTRACT PRICING, THE RATE FOR POSTAGE/MAILING DOES NOT MATCH. UNABLE TO PROCESS FOR PAYMENT.

COUNTY AUDITOR'S FORM: RE-CA-020
REVISED: 08/2010

HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY RODOLFO DELGADO, JR. "BOBBY" FLORES ROSE GUERRA REYNA JUAN R. PARTIDA MARIO E. RAMIREZ, JR. NOE GONZALEZ LETICIA LOPEZ AIDA SALINAS FLORES ISRAEL RAMON, JR. JESSE CONTRERAS
JUDGE, 92ND D.C. JUDGE, 93RD D.C. JUDGE, 138TH D.C. JUDGE, 206TH D.C. JUDGE, 275TH D.C. JUDGE, 332ND D.C. JUDGE, 370TH D.C. JUDGE, 389TH D.C. JUDGE, 398TH D.C. JUDGE, 430TH D.C. JUDGE, 449TH D.C. OVERSEER



Information Management Solutions

2416 Brockton #105
San Antonio, TX 78217

Postage Invoice

Date	Postage Invoice #
10/5/2016	0008096

Phone #	210-826-4994
---------	--------------

Bill To
Hidalgo Warrant Postage Renan Ramierz 2818 S Business Hwy 281 Edinburg, TX 78539

A SEPARATE CHECK FOR ALL POSTAGE PAYMENTS IS REQUIRED.

Description	Qty	Rate	Amount	P.O. No.	Terms
				On Receipt	
Customer Deposits	20,000	0.399	7,980.00		
<p>Invoice Received By: <u>Edna Kiley On</u> <u>10/6/16</u></p> <p>Goods/services Received By: <u>Edna Kiley On</u> <u>10/5/16</u></p> <p>Acct.# <u>6-1100-415-00-200-002-0-350</u></p> <p>PO# <u>7507431</u></p>				<p>2016 OCT 11 PM 9 19</p> <p>RECEIVED BY COUNTY AUDITOR</p>	
Subtotal			\$7,980.00		
Sales Tax (0.0%)			\$0.00		
Total			\$7,980.00		
Payments/Credits			\$0.00		
Balance Due			\$7,980.00		

PLEASE ISSUE A SEPARATE CHECK FOR ALL POSTAGE PAYMENTS.


Thank you for your business.

COUNTY HIDALGO

Hidalgo County Computer Department
100 N. Clooner Blvd.
Edinburg, TX 78539-3587
ph: 956-318-2151
fax: 956-318-2152
webmaster@co.hidalgo.tx.us
www.co.hidalgo.tx.us



EDINBURG, TEXAS 78539

TO: County Auditor, Ray Eufracio
FROM: Renan Ramirez, Chief Information Officer 
DATE: October 06, 2016
RE: **Copy of Invoice**

Please pay from the following copy for Information Management Solutions (0008096) invoice was sent electronic.

If any more information is warranted do hesitate to call Edna Kirby at 956.292.7010 Ext. 6017.

RECEIVED BY
COUNTY AUDITOR
2016 OCT 11 PM 9 19

EXHIBIT B
Bid Page
Hidalgo County
"PRINTING and MAILING of POST CARDS
(warrants and/or reminders)"
RFB No.: 2016-236-07-27-SMA

Price For Printing	Postage		Total Price
Estimated Quantity - 25,000-50,000 (per year) 5.5" x 8.5", bond stock - Weight: 110 lb Thickness- .007" - no more than .016" Black Ink	Postage is a pass through charge and is not marked up		
\$ <u>0.0775</u> cards	1 st Class (per post card)	Bulk (per post card)	
	5 digit	\$ 0.367	0.0255
	3 digits	\$ 0.274	0.0274

FOR INTERNAL USE ONLY
 COMMODITY CODE 966-Print on demand Printing Services(include print and distribute services ; 963-57-Postage related purchases, including postage stamps, pre-sort 1st Class Inscriptions, Postage by phone for Meter, etc

****Please provide an explanation of Additional charges that may be incurred:**

None

Bidder(s) commitment to print and deliver mail-out POST CARDS ON A MONTHLY BASIS

YES	<u>yes</u>
NO	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/15/2016

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	INDEPENDENT INSURANCE CENTER, INC. 1739 CITADEL PLAZA SAN ANTONIO TX 78209	CONTACT NAME: Amanda Krulzenga	PHONE (A/C, No., Ext): (210) 821-5000 x119	FAX (A/C, No.): 210-805-1290
		E-MAIL ADDRESS: amandak@licsa.com		
INSURED	Information Management Solutions, LLC *** IMS *** 2416 Brockton #105 San Antonio TX 78217-	INSURER(S) AFFORDING COVERAGE		NAIC#
		INSURER A: Ohio Casualty Insurance Company		24074
		INSURER B: Ohio Security Insurance Company		11000
		INSURER C: Texas Mutual Insurance Company		22945
		INSURER D: Philadelphia Indemnity Insurance Company		18058
		INSURER E:		

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.

HSR LTR	TYPE OF INSURANCE	ADDL(SUBR) INSD. (W/V)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		BKO 56187209	06/21/2016	06/21/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		BAS 56187209	06/26/2016	06/26/2017	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	SBP0001241688	09/01/2015	09/01/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Cyber Liability; Security Event Costs; Network Security & Privacy; Employee Privacy		PHSD1069159	08/13/2015	08/13/2016	Per Loss or claim 1,000,000 Aggregate Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION	AI 113556
Hidalgo County Purchasing Department 2812 S. Business Highway 281 Edinburg TX 78539-	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	<i>Alan Carrigan</i>

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TRD



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/17/2016

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 INDEPENDENT INSURANCE CENTER, INC. 1739 CITADEL PLAZA SAN ANTONIO TX 78209	CONTACT NAME: Amanda Kruiženga	FAX (A/C, No): 210-805-1290	
	PHONE (A/C, No, Ext): (210) 821-5080 x119	E-MAIL ADDRESS: amandak@ilcsa.com	
INSURED Information Management Solutions, LLC 2416 Brockton #105 San Antonio TX 78217-	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Ohio Casualty Insurance Company		24074
	INSURER B: Ohio Security Insurance Company		11000
	INSURER C: Texas Mutual Insurance Company		22945
	INSURER D: Philadelphia Indemnity Insurance Company		18058
	INSURER E:		
INSURER F:			

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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOG OTHER:			BKO 56187209	06/21/2016	06/21/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			BAS 56187209	06/26/2016	06/26/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	SBP0001241688	09/01/2016	09/01/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Cyber Liability: Security Event Costs; Network Security & Privacy; Employee Privacy			PHSD1170862	08/13/2016	08/13/2017	Per Loss or claim 1,000,000 Aggregate Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
2013 International Conventional 3HAMMAAL3EL477743.

CERTIFICATE HOLDER CANCELLATION AI 121039

Hidalgo County 2812 S Business Hwy 281 Edinburg TX 78539-	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

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TRD

sy Green

From: Rocio Villarreal <rocio.villarreal@co.hidalgo.tx.us>
Sent: Thursday, September 15, 2016 9:55 AM
To: sy Green
Cc: Renan Ramirez; Marianella Canton
Subject: Re: RFB No.: 2016-236-07-27-SMA-Hidalgo County-"Printing and Mailing of Post Cards (warrants and/or reminders)AWARD OF BID AND CONTRACT

Good Morning Sy.

I have provided your request to our legal counsel and I have been advised that no amendment or other type action is needed at this time. The documentation provide will suffice and we are okay to proceed with the execution of the contract.

If you have any questions or concerns please feel free to contact me.

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: "sy Green" <sy@totalims.com>
To: "Rocio Villarreal" <rocio.villarreal@co.hidalgo.tx.us>
Cc: "Renan Ramirez" <renan.ramirez@co.hidalgo.tx.us>, "Marianella Canton" <marianella.canton@co.hidalgo.tx.us>
Sent: Wednesday, September 14, 2016 2:57:33 PM
Subject: RE: RFB No.: 2016-236-07-27-SMA-Hidalgo County-"Printing and Mailing of Post Cards (warrants and/or reminders)AWARD OF BID AND CONTRACT

Rocio,

Please accept this formal request to allow for changes to be made on the postage rates in accordance with the US Postal Service current rates. The current rates are attached and can be found on page 12 for First Class commercial rates and page 14 for Standard rates.

I have highlighted the qualifying rates on those pages below.

First-Class Mail – Commercial						
First-Class Mail COMMERCIAL LETTERS & CARDS						
Weight Not Over (ounces)	Automation ¹				Machinable	Nonmachinable
	6-Digit	8-Digit	AADC	Mixed AADC	Presorted ² (B3, B0, D5)	(Broken out separately on Postage Statement)
1	\$0.376	\$0.309	\$0.390	\$0.410	\$0.452	\$0.662

RE: Hidalgo Warrant card quote

From : norma <norma@totalims.com>
Subject : RE: Hidalgo Warrant card quote
To : Renan Ramirez <renan.ramirez@co.hidalgo.tx.us>
Cc : sy Green <sy@totalims.com>

Mon, Sep 12, 2016 02:11 PM

IMS

5 attachments

Renan,
 Here is your quote for 20,000.
 I don't need a separate PO for Postage & Services but they do have to be paid separately.

REQ. 306164

Postage - due in advance of mailing										Per	Volume	Charge Per Item	Extended Total
Current First class 5-digit and 3-digit rates													
First-Class Mail COMMERCIAL LETTERS & CARDS													
Automation ¹													
Machinable													
Weight Not Over (ounces)	5-Digit	3-Digit	AADC	Mixed AADC	Presorted ² (B3, B9, D5)								
1	\$0.376	\$0.395	\$0.309	\$0.410	\$0.452								
Standard Mail COMMERCIAL LETTERS - CARRIER ROUTE & AUTOMATION													
Carrier Route ^{1,2}													
Automation ¹													
Entry Discount	Saturation	High Density Plus	High Density	Basic	5-Digit	3-Digit	AADC	Mixed AADC					
Letters weighing	None	\$0.104	\$0.204	\$0.207	\$0.289	\$0.255	\$0.274	\$0.274	\$0.291	Card	20,000	\$0.399	\$7,980.00
Hidalgo County Warrant Cards Mailing Services													
Item										Per	Volume	Unit Price	Total
Warrant Cards • Print and mail the card with addressee and sender information according to the variables in the csv file (csv file will be provided to vendor at the time of award) • Bar code the card • Address verification • Return receipt service • Change of Address search (Look up addressee for any change of address information) • Receive electronic comma separated value (csv) file from the County • Size - 5.5" x 8.5" • Color - Canary Yellow or Green • Weight - 110#										Card	20,000	\$0.0775	\$1,550.00
Grand Total													\$9,530.00

RECEIVED BY COUNTY AUDITOR
 2016 OCT 11 AM 9 19

Thank you,
 Norma Piche'
 Accountant
 IMS (Information Management Solutions)
 2416 Brockton Ste 105
 San Antonio, TX 78217
 Phone: 210-826-4994
 Fax: 210-826-2676
 Email: norma@totalims.com
 @imsprintingandmailing.com

From: Renan Ramirez [mailto:renan.ramirez@co.hidalgo.tx.us]
Sent: Monday, September 12, 2016 10:30 AM



Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

September 12, 2016

Thomas Kelly Dowe, Vice President
Information Management Solutions, LLC
2416 Brockton, Suite 105
San Antonio, Texas 78217

Re: C-16-236-08-23-Printing and Mailing of Post Cards-Hidalgo County

Dear Mr. Dowe:

Pursuant to Hidalgo County Commissioners' Court action on, August 23, 2016, the above-referenced project was awarded to Information Management Solution, LLC.

In order to formalize the said agreement, the amendment has been enclosed. Please review the agreement, and if all appears to be in order, please have it executed by the authorized party of your company and return original contract to the undersigned for execution by Hidalgo County.

We respectfully wish to extend our gratitude for your attention in this matter and if you have any questions or concerns in reference to this matter do not hesitate to contact me at (956) 318-2626.

Sincerely,

A handwritten signature in black ink, appearing to read "Rocio Villarreal".

Rocio Villarreal
Contracts Manager

August 23, 2016



**AGENDA
CC REGULAR
HIDALGO COUNTY
COMMISSIONERS COURT MEETING
August 23, 2016
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 in attendance.

2. Pledge of Allegiance

Judge Garcia led the courtroom in reciting the pledge.

3. Prayer

Mrs. Virginia Townsend led the courtroom in Prayer.

4. Approval of Consent Agenda

Court approved the consent agenda for the exception of Items.2.G., 3.C. and 11.D. to be pulled for discussion.

5. County Judge's Office:

- A. AI-55827** Proclamation Declaring September as Valley Voter Awareness Month to encourage Hidalgo County residents to register to vote for the November 8, 2016 General Election and to exercise their right to vote with a presentation by AACT NOW.

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: 5 - 0 - Unanimously

Mr. Alberto Morales, AACT NOW, encouraged the public to participate in the next election.

August 23, 2016

- B. **AI-55826** Texas VINE Grant:
Discussion, consideration and approval to submit the FY2016 Texas VINE reimbursement maintenance invoice in the amount of \$6,928.83 (Fourth Qtr.) and the Texas Statewide Automated Victim Notification Service (SAVNS) County Verification of Continuing Production Record with the authority for County Judge to sign the required documents.

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU, the Court made a UNANIMOUS vote of approval.

Vote: 5 - 0 - Unanimously

17. **Purchasing Department:**

Notes:

- A. FOR ANY CONTRACT(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. **Hidalgo County**

1. **AI-55848** Presentation of Sole Bid received from "Information Management Solutions" as detailed in tabulation sheet contained herein meeting all specifications and/or requirements for the purpose of award and approval of contract for Request for Bid titled: Hidalgo County-"Printing and Mailing of Post Cards (warrants and/or reminder) "through project No.: 2016-236-07-27-SMA.

On motion by COMMISSIONER PCT. 4, JOSEPH PALACIOS, seconded by COMMISSIONER PCT. 3, JOE M. FLORES, the Court made a UNANIMOUS vote of approval.

Vote: 5 - 0 - Unanimously

2. **AI-55994** Presentation of the final form of RFQ packet for the Program Manager in connection with the design and construction of a New Hidalgo County Courthouse [which includes, but is not limited to, the modifications detailed by CC at the meeting of 08-09-16 and incorporated by both Mr. Hawkins and Mr. Comiskey] so as to proceed with advertising of same unless any other changes are requested to any of the components of the packet [i.e. Qualifications, Scope of Services, Requirements, Insurances, Grading Sheets].

Commissioner Cuellar stepped away from the meeting.

Judge Garcia commented that there's still issues regarding this item. One, the certification requirements, the meaning of "local" and the insurance requirements. The judge mentioned that they agreed at a minimum of \$5 million with the option of going up to \$10 million.



Purchase Order COUNTY OF HIDALGO

PO# 750743

DATE: 10/03/16

PAGE NO: 1 OF 1

PO TYPE:

VENDOR: 392898

REQ: 00306164

PHONE: (210) 826-4994

Fax: (210) 826-2676

EMAIL:

SHIP TO: INFORMATION TECHNOLOGY DEPARTMENT

100 E. CANO, 4TH FLOOR
EDINBURG TX 78540

INFORMATION MANAGEMENT SOLUTIONS, L.L.C.
2416 BROCKTON ST. #105
SAN ANTONIO TX 78217

CONTACT: EDNA KIRBY

(956) 292-7010

SITE: INFORMATION TECHNOLOGY

CONTRACT NO: C-16-236-08-23

SPECIAL INSTRUCTIONS:

VENDOR NOTES

1. Do not add to, or alter this Purchase Order. This Order is not renewable.
2. TAX EXEMPTION: This Purchase Order may be accepted in lieu of Exemption Certificate.
3. This Order is also placed F.O.B. Destination. Vendor must repay all shipping costs.
4. Invoice each Purchase Order singly. Original Invoices are required customer copy may be accepted. Out number must appear on all invoices, bills of lading, and packages.
5. Payment will be made only for bona fide and full completed orders, unless otherwise attached.

QTY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DO NOT DUPLICATE ORDER		
		C-16-236-08-23 exp. 08/22/17		
20000.00	EACH	CC FIRST-CLASS MAIL COMMERCIAL LETTERS & CARDS	.399	7,980.00
20000.00	EACH	CC MAILING SERVICES WARRANT CARDS PRINT AND MAIL THE CARD, WITH ADDRESSEE AND SENDER INFORMATION ACCORDING TO THE VARIABLES IN THE CSV FILE. (csv file will be provided to vendor at the time of award) BAR CODE THE CARD ADDRESS VERIFICATION RETURN RECEIPT SERVICE CHANGE OF ADDRESS SEARCH (LOOK UP ADDRESSES FOR ANY CHANGE OF ADDRESS INFORMATION) RECEIVE ELECTRONIC COMMA SEPARATED VALUE (CSV) FILE FROM THE COUNTY SIZE: 5.5" X 8.5" COLOR - CANARY YELLOW WEIGHT: 110 LB	.0775	1,550.00
		TOTAL:		9,530.00
		***** For Hidalgo County use only 6-1100-415-00-200-002-0-350		9,530.00

RECEIVED BY
COUNTY AUDITOR
2016 OCT 11 AM 9 19

Authorized by: _____

Maitha Salazar

