Zimbra **yolanda.velasquez@co.hidalgo.tx.us**

Re: TRAVEL POLICIES

From : Sally G <sallyg361@yahoo.com> Mon, Jul 24, 2017 02:17 PM
Subject : Re: TRAVEL POLICIES
To : Yolanda Velasquez <yolanda.velasquez@co.hidalgo.tx.us>
Cc : Letty Chavez <letty.chavez@auditor.co.hidalgo.tx.us>, Glinda Pacheco <glinda.pacheco@co.hidalgo.tx.us>, monica badillo <monica.badillo@co.hidalgo.tx.us>, Estanislado Ramos <stan.ramos@co.hidalgo.tx.us>, Darlene H. Betancourt <darlene.betancourt@co.hidalgo.tx.us>
Reply To : Sally G <sallyg361@yahoo.com>

Yes I agree to HC County Travel Policies
Sally Gavlik

On Monday, July 24, 2017 2:15 PM, Yolanda Velasquez <yolanda.velasquez@co.hidalgo.tx.us> wrote:

#yiv7136618207 body {min-height:100%;color:#000000;font-size:12pt;font-family:arial, helvetica, sans-serif;}HC Travel Policy Attached.

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Dept.
Tel: (956) 318-2626 ext. 4881
yolanda.velasquez@co.hidalgo.tx.us

----- Original Message -----
From: Yolanda Velasquez <yolanda.velasquez@co.hidalgo.tx.us>
To: Sally G <sallyg361@yahoo.com>
Cc: Letty Chavez <letty.chavez@auditor.co.hidalgo.tx.us>, Glinda

Pacheco <glinda.pacheco@co.hidalgo.tx.us>, monica badillo <monica.badillo@co.hidalgo.tx.us>, Estanislado Ramos <stan.ramos@co.hidalgo.tx.us>, Darlene H. Betancourt <darlene.betancourt@co.hidalgo.tx.us>
Sent: Mon, 24 Jul 2017 14:04:53 -0500 (CDT)
Subject: TRAVEL POLICIES

Good afternoon Ms. Gavlik,
Attach please find copy of Hidalgo County Travel Policies and Procedures, please confirm that you agree to accept the County's Travel Policies.
Thank you.
Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Dept.
Tel: (956) 318-2626 ext. 4881
yolanda.velasquez@co.hidalgo.tx.us

----- Original Message -----
From: Yolanda Velasquez <yolanda.velasquez@co.hidalgo.tx.us>
To: Sally G <sallyg361@yahoo.com>
Sent: Mon, 24 Jul 2017 09:57:38 -0500 (CDT)
Subject: Re: Insurance

Good morning Ms. Sally,
Hope all is well. Attach please find Worker's Comp Affidavit Form. Please complete and email to me as soon as possible to complete Agenda Item for tomorrow.
Thank you.

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Dept.
Tel: (956) 318-2626 ext. 4881
yolanda.velasquez@co.hidalgo.tx.us

----- Original Message -----
From: Sally G <sallyg361@yahoo.com>
To: Martha Salazar <martha.salazar@co.hidalgo.tx.us>, Valde Guerra <valde.guerra@co.hidalgo.tx.us>
Cc: Yolanda Velasquez <yolanda.velasquez@co.hidalgo.tx.us>, Matilde Faz <matilde.faz@co.hidalgo.tx.us>, Leticia H. Saenz <leticia.saenz@co.hidalgo.tx.us>, Dina Trevino <dina.trevino@co.hidalgo.tx.us>, Darlene H. Betancourt <darlene.betancourt@co.hidalgo.tx.us>, Glinda Pacheco <glinda.pacheco@co.hidalgo.tx.us>, stan ramos

<stan.ramos@co.hidalgo.tx.us>, Monica Badillo
<monica.badillo@co.hidalgo.tx.us>
Sent: Tue, 18 Jul 2017 16:00:52 -0500 (CDT)
Subject: Re: Insurance

I sent this in word and I do not think it wen through. Here is the PDF, I think I included all the items you needed. Please let me know if you received this.
thank youSally

On Tuesday, July 18, 2017 1:18 PM, Sally G <sallyg361@yahoo.com> wrote:

Ms. Salazar,
I have modified the original agreement I submitted to include the new time lines and information you need to develop the final agreement. I think I have included everything in this document that is needed from the County and myself. There are 5 meetings included in the set fee, this includes all related travel for those meetings. I tried to make it clear but do not know how you want to address this in your agreement.
I have listed who is responsible for different areas to expedite the process. I should be available to drive by the first of August and would like to schedule the 4 focus groups then, if possible. I know each Commissioner will have to determine dates and times based on their calendars. The meetings usually take place in the evenings at 6 and are completed by 7 to 7:30. There is just one topic for the meeting, the parks. This usually reduces individuals who may have other concerns with their Commissioner. I am available for phone calls at any time.
Please let me know if you need any additional information.
Sally

On Monday, July 17, 2017 5:18 PM, Martha Salazar <martha.salazar@co.hidalgo.tx.us> wrote:

Ms. Sally:Hope you're on the mend and your recovery is coming along without complications. In any case, we are continuing the finalizing of your engagement with Hidalgo County. You will not to be present at CC for this item's presentation. However, we would appreciate the following:1. How do you propose to bill with what sort of deliverable and how often?2. Mr. Guerra suggests and

is open to 3 billings with accompanying deliverable [i.e. $8K, $8K and $9K]. What we need in your new proposal is a time lines with deliverable [plus applicable reimbursements in accordance with HC Travel Policy limits] for each invoice. Each reimbursable submitted would need supporting documentation such as: receipts, mileage documentation, etc.
We ask for all this information so as to incorporate as part of your agreement and thus not cause any delays in how your billing(s) are submitted or delays in the auditing/processing of the invoices for payment.
We await your new proposal [with pertinent details so as to address what is included above/herein]. Yours truly,Marty Salazar
From: "Sally G" <sallyg361@yahoo.com>
To: "Mary Tobon" <mtobon@higginbotham.net>, "Yolanda Velasquez" <yolanda.velasquez@co.hidalgo.tx.us>, "Martha Salazar" <martha.salazar@co.hidalgo.tx.us>
Sent: Monday, July 17, 2017 1:27:58 PM
Subject: Insurance

Here are all the signed copies of the insurance for P,R & S, LLC. I am home now so if there is anything else you need from me I can make copies and send to you.
Yolanda and Martha, if you need anything else from me so we can proceed please let me know. I do want to remind you I can drive so I will not be the Commission Court meeting on July 25th.
thank youSally