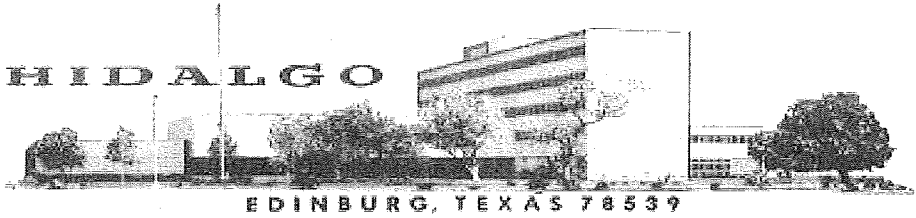


# COUNTY OF HIDALGO



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](http://www.co.hidalgo.tx.us/auditor)

## 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: 08/21/2017

TO: NORMA CASTRELLON

DEPARTMENT: (292) CONSTABLE, PRECINCT 2

FROM: Connie Salazar *C.S.*

PHONE: (956)-318-2511 ext 4625

REFERENCE: GE CAPITAL INFORMATION TECHNOLOGY SOLUTI Invoice #99215349

THE FOLLOWING DOCUMENT (S), i.e. *Invoice #99215349* 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.

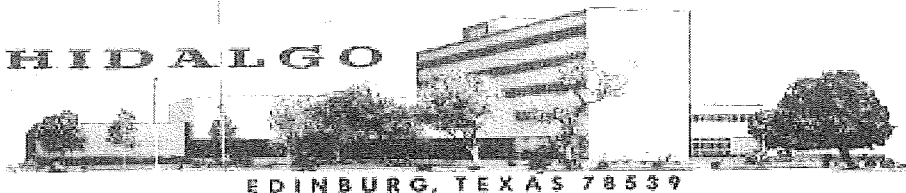
- EXPENDITURE INCURRED BEFORE PURCHASE ORDER ISSUED - PLEASE FOLLOW PROPER CLAIMS PROCEDURES
- PURCHASE ORDER NUMBER IS INCONSISTENT WITH INVOICE
- AMOUNT BILLED DOES NOT MATCH THE PURCHASE ORDER AMOUNT
- VENDOR ON PURCHASE ORDER DOES NOT MATCH INVOICE
- INSUFFICIENT DOCUMENTATION TO PROCESS PAYMENT
- SIGNATURE OR DATE NOT PRESENT
- SYSTEM SHOWS INVOICE PAID
- INSUFFICIENT FUNDING IN ACCOUNT #7-1100-421-00-292-001-0-780 AVAILABLE \$70.56
- NEEDS APPROVAL OF:
- NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS)
- NEEDS CORRECTION(S): AI#43178 APPROVED 04/08/2014 NEEDS TO BE MODIFIED TO INCLUDE \$8.72 FOR A TOTAL OF 127.84/MONTH-EQUIPMENT. TOTAL AMOUNT SHOULD BE \$138.19
- NEEDS ADDITIONAL DOCUMENTATION i.e.,:
- OTHER:
- COMMENTS / RECOMMENDATION:

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

## HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY RODOLFO DELGADO J. R. "BOBBY" FLORES ROSE GUERRA REYNA JUAN R. PARTIDA MARIO E. RAMIREZ, JR. NOE GONZALEZ LETICIA LOPEZ L. KENO VASQUEZ ISRAEL RAMON, JR. RENEE R. BETANCOURT  
JUDGE, 92ND D.C. JUDGE, 93RD D.C. JUDGE, 139TH 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

# COUNTY of HIDALGO



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**DATE:** 08/21/2017

**TO:** NORMA CASTRELLON

**DEPARTMENT:** (292) CONSTABLE, PRECINCT 2

**FROM:** Connie Salazar *CS*

**PHONE:** (956)-318-2511 ext 4625

**REFERENCE:** GE CAPITAL INFORMATION TECHNOLOGY SOLUTI Invoice #99064665

THE FOLLOWING DOCUMENT (S), i.e. *Invoice #99064665* 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.

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- NEEDS APPROVAL OF:
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- NEEDS CORRECTION(S): AI#43178 APPROVED 04/08/2014 NEEDS TO BE MODIFIED TO INCLUDE \$8.72 FOR A TOTAL OF 127.84/MONTH-EQUIPMENT. TOTAL AMOUNT SHOULD BE \$138.19
- NEEDS ADDITIONAL DOCUMENTATION i.e.,:
- OTHER: NEED A LINE ITEM TRANSFER TO OBJECT CODE 780 FOR \$34.08. \$104.64 FOR OBJECT CODE 531 SHOULD BE TO OBJECT CODE 780
- COMMENTS / RECOMMENDATION:

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

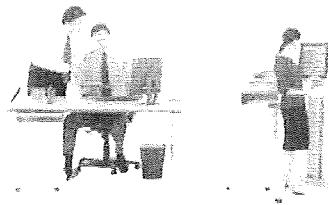
### HIDALGO COUNTY DISTRICT JUDGES

LUIS M. SINGLETERRY RODOLFO DELGADO, J. R. "BOBBY" FLORES ROSE GUERRA REYNA JUAN R. PARTIDA MARIO E. RAMIREZ, JR. NOE GONZALEZ LETICIA LOPEZ L. KENO VASQUEZ ISRAEL RAMON, JR. RENEE R. BETANCOURT  
JUDGE, 92ND D.C. JUDGE, 93RD D.C. JUDGE, 139TH 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

- B. AI-43626 Acceptance and approval of request for payment of Invoice #5242 in the amount of \$4,185.00 as submitted by Guzman & Munoz Engineering amid Work Authorization No. 1 under Contract #C-11-202-08-09-PO#665966 for Phase 3-Services during Bidding and Construction in connection to the Design and Construction of a New Constable Building-Precinct #1.
- C. AI-43914 Requesting Authority to advertise and approval of procurement packet (i.e., specifications - requirements, legal notice and draft contract etc.) as attached hereto for H. C. Sheriff's Office "Expansion of Professional Physician Services for Inmates" for RFQ No. 2014-111.
- D. AI-43896 Acceptance and approval of Change Order No. 4 to relocate an existing fire alarm panel and an extension of eight (8) additional calendar days at no additional dollars, clarification on credit for annunciator equipment in the amount of -\$1,240.00 should be reflected on Change Order No. 3 to Contract No. C-13-258-10-15 with Herrera & Hunt, Inc. as reviewed/approved by the engineer of record, Half Associates, Inc. for: Hidalgo County Sheriff's Office -Facility Modifications to Incorporate Motorola and 911 Equipment Project" with authority for County Judge, or Court Member to execute document.
- E. AI-43178 Constable Pct. 2:  
Requesting authority to enter into a new 48-month (capital) lease copier agreement for a Ricoh Aficio MPC4503 through our membership/participation with (DIR) Department of Information Resources awarded vendor, RICOH USA, INC. contract DIR-SDD-1674 through Requisition #252326 in the amount of \$119.12/month-equipment, B/W impressions @ \$10.35/month-service with a total of \$129.47/month, effective upon approval.
- F. AI-43768 Requesting authority to advertise and approval of procurement packet (i.e. specifications/requirements, legal notice , draft requirement agreement etc.) as attached hereto for: Hidalgo County- Purchase of Uniforms and/or Accessories"- Bid No.: 2014-052-SMA including the re-advertisement of project in the event no bid responses are received and/or are rejected and project is still required.
- G. AI-43858 Acceptance and approval of request for payment of the following invoices as submitted by TEDSI Infrastructure Group for Professional Engineering services amid Work Authorization No. 2-Contract #C-08-227-02-09 (Mile 6W-Mile 9 to Mile 11):
- | Invoice# | Date:                                | Amount:       |
|----------|--------------------------------------|---------------|
| 20131780 | November 1,2013 to December 31,2013  | \$ 112,140.73 |
| 20141825 | January 1,2014 to January 31,2014    | \$ 139,642.72 |
| 20141843 | February 1,2014 to February 28, 2014 | \$ 48,314.01  |
- H. AI-43839 Approval of payment for Invoices: 20141825-B in the amount of \$5,110.00 & 20141845 in the amount of \$59,264.50 respectively submitted for professional services rendered by TEDSI Infrastructure Group, contract C-12-119-07-31 (WA# 3) for the Dicker Road Project.
- I. AI-43835 Acceptance and approval of request for payment of Invoice #20141842 in the amount of \$4,800.00-Work Authorization #3 as submitted by TEDSI Infrastructure Group for Professional Engineering services from February 01, 2014 to February 28, 2014-Contract #C-08-226-09-30-PO#695933 (Mile 2W from US 83 to Mile 12N).
- J. AI-43799 1. Acceptance and approval of invoice no. 18 in the amount \$3,923.69 submitted by Alcocer Garcia Associates, Inc., contracted architect for the, "Remodel of Existing Old Administration Building (1st & 2nd floors)"- C-08-131-08-07.

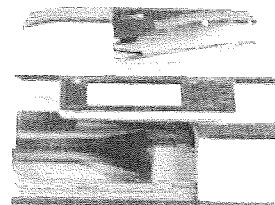
# Ricoh MPC4503

Color & Black/White Multifunctional Device



## Key Features

- ✓ ■ 45-PPM monochrome and color
- 1,200-sheet paper capacity  
2 – 550 Sheet Paper Trays , 1 – 100 Sheet Bypass and cabinet stand
- 500-sheet internal finisher
- DOSS (Data Overwrite Security System)  
is standard - For ISO 15408 Compliance
- Scan to/Print from USB/SD Card
- Configured print and scan; providing both black & white and color scanning
- 5.7-second color/ 4-second monochrome first-print speed
- ESP power filter
- Energy Star® compliant



## DIR Contract - Investment Details for 48 Months

*Line Item*

### Equipment Breakdown

### DIR Purchase 48 Month Pricing

625	1. Ricoh Aficio MP C4503	✓ \$3,847.00	✓ \$96.37
628	- ESP XG-PCS-15D - Digital Network Powerfilter	✓ \$150.00	✓ \$3.76
629	- Network Print/Scan Connection (Seg. BC4)	✓ \$250.00	✓ \$6.26
643	- Internal Finisher SR3130	✓ \$406.00	✓ \$10.17
647	- Cabinet Type F	✓ \$102.00	✓ \$2.56
650	- Fax Option Type M4	✓ \$348.00	✓ \$8.72
<b>Equipment Totals</b>		✓ \$5,103.00	✓ \$127.84
Service (1,500 B/W impressions monthly @ \$0.0069) ✓			✓ \$10.35

Hidalgo Budget Code  
432  
780

**TOTAL MONTHLY PAYMENT FOR 1 MPC4503:**

**\$138.19**

(Please see attached DIR Pricing Sheet for further break down and verification of contracted pricing)

**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-SSD-1674

**RICOH**  
imagine. change

**CONSENT AGENDA  
HIDALGO COUNTY  
COMMISSIONERS COURT MEETING**

April 8, 2014  
8:45 A.M.

ALL APPROVED

**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:**

**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. 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. 2014 Intradepartmental transfers:
  - A. AI-43868 2014 - D.B.M. Workers' Comp Division (2202)
  - B. AI-43943 2014 - I. T. Department / Info Tech Dept (1100)
  - C. AI-43952 2014 - Pct. #2 Rd Maint (1200)
  - D. AI-43953 2014 - Pct. #2 / CW Mech Shop (1200)
  - E. AI-43902 2014 - Pct. #2 CRC Alamo (1100)
  - F. AI-43906 2014 - Pct. #2 Adm. (1200)
  - G. AI-43941 2014 - Pct #3 Rd.Maint. (1200)
  - H. AI-43869 2014 - Pct. #3 BCAP (1312)
  - I. AI-43821 2014 - C.C.L. 3 Probate Court (1243)
  - J. AI-43784 2014 - 206th District Court (1100)