

**AI-65796**  
**CC - REGULAR**

**Purchasing Department 28. B. 5.**  
**Prct. 1**

**Meeting Date:** 07/31/2018

**Submitted For:** Yvette Salinas, PURCHASING DEPT.

**Submitted By:** Marty Salazar, PURCHASING DEPT.

**Department:** PURCHASING DEPT.

**Information**

**CAPTION**

Pursuant to the federal, state and local declaration of emergency/disaster and additional items required, action on the following exemptions including, but not limited to:

**A. Construction Services :**

1. Requesting exemption from competitive bidding requirement under TxLGC, 262.024(a)-(1) an item that must be purchased in a case of public calamity if it is necessary to make the purchase promptly to relieve the necessity of the citizens or to preserve the property of the county; and, (3) an item necessary because of unforeseen damage to public property;
2. Requesting an construction services contract between Hidalgo County and ServPro for the "build back" services for ALL the Pct. #1 Offices Complex subject to legal review as to form by HC-DA/Civil Section;
3. Pursuant to the approved contract with ServPro, requesting authority to process a Requisition and issue Purchase Order in the amount of the contract;

**B. Leasing/Rental Services:**

1. Approval to Lease/Rent a mobile office trailer from Williams Scotsman, Inc. for a minimum term of six [6] months to house the displaced "Outreach Operations Dept." of Pct. #1 and to be located at a site to be determined by Comm. Fuentes for the amount of \$\_\_\_\_\_ [see detail attached herein] with execution of the required documentation reviewed as to legal form by HC-DA/Civil Section;
2. Approval to rent [through PO only as vendor does not require agreement] holding tank for mobile office trailer bathroom [as direct sewer connection too costly] from A Clean Portoco [ACP] at a rate of \$235.00/month.

**C. Engineering Services:**

1. Acceptance and approval of the finalized professional engineering contract "on call and as needed basis" between HC and Halff and Associates [ranked & approved for negotiations/CC 07-20-18];
2. Acceptance and approval of WA #1 from Halff & Associates with an estimated amount of \$53,080.00 for the engineering and/or architectural services required in connection with the build back of Pct. #1 Office complex;

**BACKGROUND**

Lease of a Mobile Office Trailer will house the Pct. #1 permitting section to operate as City offices do not have enough room.

**Fiscal Impact**

**CALENDAR YEAR:**  
**FUNDS AVAILABLE Y/N?:**

**ACCT. #:**  
**MATCHING FUNDS Y/N?:**

**BUDGETARY IMPACT:**

Fiscal impact will be combination of insurance proceeds and other sources.

**Attachments**

A Clean Portoco quote

Quote Willam Scotsman & Terms and Conditions

agrmnt n legals ok

work auth 1

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**Form Review**

**Inbox**

**Reviewed By**

**Date**

Purchasing - Internal

Marty Salazar

07/27/2018 05:05 PM

Final Approval

Monica Salinas

07/27/2018 05:56 PM

Form Started By: Marty Salazar

Started On: 07/23/2018 03:02 PM

Final Approval Date: 07/27/2018