

**DATE:** April 25, 2019  
**DEPARTMENT HEAD:** J. E. "Eddie" Guerra  
**DEPARTMENT NAME:** Jail Commissary  
**ACCOUNT NUMBER:** 9-2102-423-21-280-015-0-XXX

**SUBJECT:** **Budget Amendments (Increases) in Accordance with Local Government Code, Chapter 111, Subchapter C**

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Amendments (increases) to my budget in accordance with Local Government Code, Chapter 111, Subchapter C

<b>INCREASE ACCOUNT NUMBER(S)</b>	<b>ACCOUNT OBJECT NAME</b>	<b>AMOUNT</b>
9-2102-423-21-280-015-0-751	Jail Commissary--Machinery and equipment	75,919.65
9-2102-423-21-280-015-0-660	Jail Commissary--Furnishings and equipment	1,485.26
9-2102-391-03-000-426-0-000	Transfer In - Jail Commissary Trust Fund	533,014.04
<b>TOTAL APPROPRIATIONS</b>		<u><u>77,404.91</u></u>

**REASON:** To appropriate funding for the purchase of heated meal delivery carts for the Hidalgo County Adult Detention Center

\_\_\_\_\_  
**DEPARTMENT HEAD SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**APPROVED COMMISSIONERS' COURT**

\_\_\_\_\_  
**ATTEST COUNTY CLERK**



PO Box 149  
West Lafayette, OH 43845

**CORRECTIONAL MEAL DELIVERY SYSTEMS**

HIDALGO COUNTY  
711 EL CIBOLO RD  
To: EDINBURG, TX 78541

**QUOTE # QTE-0003551**  
**DATE: 3/25/2019**

**Expiration Date: 6/23/2019**

SALESPERSON	SHIPPING METHOD	SHIPPING TERMS	LEAD TIME	PAYMENT TERMS	GSA #
BURNS	BEST	FREE FREIGHT <sup>1</sup>	STANDARD <sup>2</sup>	NET 30	GS-07F-049GA

ITEM #	Open Market	DESCRIPTION	CASE PACK	PRICE	QTY	EXTENDED PRICE
820202	<input type="checkbox"/>	JZH-168 HEATED/HEATED CART W/ RH (1500 W) upgraded 8" orange premium casters included	EA	\$8585.62	5.00	\$42,928.10
820111	<input type="checkbox"/>	JZH-6UBT-RH MEAL DEL CART W/RH (1500 W) upgraded 6" orange premium casters included	EA	\$6598.31	5.00	\$32,991.55
484623	<input type="checkbox"/>	SMART TRAY, FLEX BLEND STACKING, BRICK, 12/CS FREE TRAYS	CS-12	\$0.00	108.00	\$0.00
484624	<input type="checkbox"/>	SMART LID, FLEX BLEND BRICK, 12/CS FREE LIDS	CS-12	\$0.00	9.00	\$0.00
820121	<input type="checkbox"/>	HU-1500 M PADLOCK LATCH RMVBL HTR UNIT 1 FREE HEATER for every 8 CARTS	EA	\$0.00	1.00	\$0.00
487100	<input type="checkbox"/>	UMK-HEAT BOX UPTIME KIT FOR 1500 W RH (6 UBT)	EA	\$1485.26	1.00	\$1,485.26

<b>Subtotal</b>		\$77,404.91
<b>Tax Rate</b>		<b>Tax</b> \$0.00
<b>Total</b>		\$77,404.91

<sup>1</sup> Within CONUS; one delivery; lift gate service fees may apply

<sup>2</sup> Standard lead times: Dinnerware 2-4 weeks; Carts & Racks 4-6 weeks; Electric Equipment 8-10 weeks

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**Quotation Prepared by:** Tracey Zachrich

**To place your order from this quote, please reference Quote # on Purchase Order.**

**You can e-mail your Purchase Order To:** [jzsales@joneszylon.com](mailto:jzsales@joneszylon.com)

Note: This quote does not guarantee an order will be accepted; customer account must be set up prior to order acceptance.

**THANK YOU FOR YOUR BUSINESS!**

**P.O. Box 149 West Lafayette, OH 43845 | P: 800.848.8160 | F: 877.632.6344 | Women-Owned Small Business**

## **Pedro Luis Ramirez**

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**From:** Josephine Ramirez <josephine.ramirez@da.co.hidalgo.tx.us>  
**Sent:** Tuesday, April 16, 2019 11:21 AM  
**To:** Pedro Luis Ramirez  
**Cc:** Chief Roy Quintanilha; Steve Herrera; Belinda Madrigal; Joe Vasquez; David Friedlein; LT Esteban Caro 1375; Emilia Uriegas; Sabrina Rodriguez  
**Subject:** Re: Use of Commissary Funds

Mr. Ramirez,

Thank you for your inquiry. As our office has previously advised, so long as the purchase of the heated carts proposed to be made for the jail will provide for the well-being, health and safety of the inmates at the facility as required by law, it is a permissive purchase under 351.0415 of the Texas Local Government Code. The Local Government Code dictates that the sheriff or the sheriff's designee may use commissary proceeds for a limited number of purposes, one of which is:

"[to] fund physical plant improvements, technology, equipment, programs, services, and activities that provide for the well-being, health, safety, and security of the inmates and the facility."

Tex. Loc. Gov't Code §351.0415(c)(5).

As you have represented that the proposed purchase will be used for the well being, health, and safety of inmates, and without further guidance that such a purchase is not permitted by section 351.0415(c)(5), it is within the Sheriff's discretion to use these funds for this purpose.

Should you need any further clarification from our office, please feel free to contact me.

Thank you,

Josephine Ramirez Solis

*Assistant Criminal District Attorney*

Chief - Civil Division

**Office of Criminal District Attorney**

Hidalgo County, Texas

100 E. Cano

Edinburg, TX 78539

(956) 292-7609 ext. 8186

(956) 292-7619 FAX

[josephine.ramirez@da.co.hidalgo.tx.us](mailto:josephine.ramirez@da.co.hidalgo.tx.us)

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On Fri, Apr 12, 2019 at 3:31 PM Pedro Luis Ramirez <[pedro.ramirez@hidalgoso.org](mailto:pedro.ramirez@hidalgoso.org)> wrote:

Ms. Ramirez,

Our office is contemplating using Commissary Funds to purchase heated carts to be used by the kitchen staff to deliver food to the inmates. Texas Local Government Code Section 351.0415 states the following:

**Sec. 351.0415. COMMISSARY OPERATION BY SHERIFF OR PRIVATE VENDOR.**

- (a) The sheriff of a county or the sheriff's designee, including a private vendor operating a detention facility under contract with the county, may operate, or contract with another person to operate, a commissary for the use of the inmates committed to the county jail or to a detention facility operated by the private vendor, as appropriate. The commissary must be operated in accordance with rules adopted by the Commission on Jail Standards.
- (b) The sheriff or the sheriff's designee:
  - (1) has exclusive control of the commissary funds;
  - (2) shall maintain commissary accounts showing the amount of proceeds from the commissary operation and the amount and purpose of disbursements made from the proceeds; and
  - (3) shall accept new bids to renew contracts of commissary suppliers every five years.
- (c) The sheriff or the sheriff's designee may use commissary proceeds only to:
  - (1) fund, staff, and equip a program addressing the social needs of the inmates, including an educational or recreational program and religious or rehabilitative counseling;
  - (2) supply inmates with clothing, writing materials, and hygiene supplies;

- (3) establish, staff, and equip the commissary operation and fund the salaries of staff responsible for managing the inmates' commissary accounts;
- (4) fund, staff, and equip both an educational and a law library for the educational use of inmates; or
- (5) fund physical plant improvements, technology, equipment, programs, services, and activities that provide for the well-being, health, safety, and security of the inmates and the facility.

We believe that the purchase of the heated carts meets the test under 351.0415 (c) (5). Keeping the food at the right temperature up to the time of delivering it to the inmates is crucial for their well-being and health. Controlling hot temperature in food prevents disease-causing microorganisms such as bacteria from growing in the food and causing foodborne illnesses. Moreover, delivery of hot food increases its consumption by the inmate population and prevents possible food waste. In essence, the purchase of these carts will ensure the delivery of food in optimal consumption conditions, bearing in mind the well-being, health, safety, and security of the inmates and the facility.

Please review and provide your opinion regarding the use of commissary funds for this project.

Respectfully,

**Pedro Luis Ramirez, MACC, MBA, MPP**  
Accountant IV  
Hidalgo County Sheriff's Office • Financial Services Division

Edinburg, Texas 78542 • Phone: (956) 393-6151  
[pedro.ramirez@hidalgoso.org](mailto:pedro.ramirez@hidalgoso.org)



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**HIDALGO COUNTY PURCHASING DEPARTMENT**  
**SOLE SOURCE AFFIDAVIT**

**THIS IS AN OFFICIAL PURCHASING DOCUMENT-RETAIN WITH PURCHASE ORDER**

Before me, the undersigned official, on this day, personally appeared Tracey Zachrich  
a person known to me to be the person whose signature appears below, whom after being duly  
sworn upon his/her oath deposed and said:

1. My name is Tracey Zachrich. I am over the age of 18, have never  
been convicted of crime and am competent to make this affidavit
2. I am an authorized representative of the following company or firm: JONESZYLON.
3. The above named company or firm is the sole source for the following item(s), product(s)  
or service(s):  
All Mission Ready Equipment, with removable heaters, including models JZH- 6 UBT RH &  
JZH- 168 RH as well as the SMART TRAYS & LIDS which are included.
4. Competition in providing the above named item(s), product(s), service(s) is precluded by  
the existence of a patent, copyright, secret process or monopoly as stated under Section  
262.024(a)(7)(A), of the Local Government Code. Also, attached hereto is a sole source  
letter, which sets forth the reasons why this Vendor is a sole source provider (dated and  
signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the  
same purpose or function.
6. Note: This Vendor understands that by providing false information on this Sole Source  
Affidavit, it may be considered a non-responsible Vendor on this and future purchases and  
may result in discontinuations of any/all business with Hidalgo County.

Signature Tracey Zachrich

SWORN AND SUBSCRIBED TO under oath before me on 15 day of April, 2019.



Julie A. Smith  
Notary Public, State of Ohio  
My Commission Expires  
May 21, 2019

Julie A. Smith  
NOTARY PUBLIC  
Julie A. Smith  
PRINTED NAME  
May 21 2019  
MY COMMISSION EXPIRES

COMPANY NAME: The JonesZylon Co.  
ADDRESS CITY, STATE & ZIP CODE: 300 N. Center St, W. Lafayette, OH 43845  
PHONE: 800-848-8160 FAX: 877-632-6344  
CONTACT NAME AND TITLE: Tracey Zachrich  
WEB ADDRESS: www.joneszylon.com EMAIL: jzsales@joneszylon.com  
FEDERAL TAX ID NUMBER: 47-691913 TEXAS SALES TAX NUMBER: 32057094115

April 10, 2019

Hidalgo County Sheriff J.E. Guerra  
711 El Cibolo Road  
Edinburg, TX 78541

Sheriff J.E. Guerra:

This letter is intended to confirm information regarding the Mission Ready line of insulated heated meal delivery carts and holding cabinets with snap-in removable heating units. The JonesZylon Company is the only source for a heated insulated cart or cabinet of this kind. The Mission Ready line includes JZH-198-RH, JZH-198HD-RH, JZH-6UBT-RH, JZH-168-RH meal delivery carts, the JZH-12UBT-RH heated holding cabinet and accessories: Uptime Maintenance Kit, Spare Heater Holding Cabinet and Insulated Panel. What makes this equipment unique is the heating system as well as the heavy-duty reinforcements.

The exclusive heating system is a snap-in removable heater. Technically, all heater systems are removable if you have the right tools and enough time. However, the snap-in heater removes and re-installs in a matter of seconds which makes it the only one that is practical to remove each time before the cart is washed. Also, this heater design is interchangeable between all of the carts in the Mission Ready line of products that may be deployed in the food service operation. The benefits of this heating system are that it will

1. Increase equipment uptime and therefore increase the ability to carry out the food service mission. You can get an inoperable piece of equipment working again in seconds by snapping in a back-up heater.
2. Reduce the #1 cause of heated equipment failure. You won't ruin the electronics with water while washing the cart if you take 10 seconds to snap out the heater beforehand.
3. Decrease maintenance effort, cost and time. Anything that would require technician repair is contained in the heat box that can be removed for bench-top repair.

JonesZylon equipment is designed and manufactured specifically for the high abuse environment of corrections and will enjoy many years of use. All JonesZylon equipment is UL safety and NSF sanitation certified.

JonesZylon is the sole manufacturer of this proprietary snap-in heater and the corrections grade equipment that integrates with it. Also, as a direct seller, JonesZylon is the only distributor of this particular technology.

Sincerely,



Tracey Zachrich  
CEO  
The JonesZylon Company, LLC

