



Hidalgo County Head Start Program

Policy Council Regular Meeting

DATE: October 16, 2019

SUBJECT: Budget Revision (45CFR\$75.308)

RATIONALE/NEED: Fund's awarded with 2019 COLA for the relocation of portable classrooms from San Juan II Head Start Center to Edinburg IV Head Start Center will not be used for that purpose. However, the funds will be re-budgeted under equipment to purchase a pickup truck and a suburban. (See attachments)

RECOMMENDATION: Administration recommends approval.

COST: \$75,000

RELATED INFORMATION INCLUDES: Budget Memorandum, Budget Narrative and Price Quotes

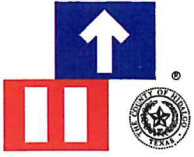
INITATED BY: Edmundo Garcia, Assistant Program Director

*J.S. Garcia
for E.G.*

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL:

Teresa Flores



Hidalgo County Head Start Program Memorandum

Date: October, 16, 2019

To: Policy Council, Commissioners' Court

From: Teresa Flores, Executive Director

Re: Budget Revision

In our 2019 COLA Application HCHSP was allocated \$75,000 under the Other, Object Class Category, for the relocation of a 2 classroom modular facility from our San Juan II center to our Edinburg IV facility. This request was intended to partially accommodate 60 children from our Edinburg I Facility located in the Albores Housing Project, which is scheduled to be sold. However, the Edinburg Housing Authority administration has offered us classroom space at their facility located at 1200 North 1st Street, in Edinburg, which was formerly known as our Edinburg II center. This facility will be able to accommodate up to 60 children.

This Budget revision will allow us to reallocate the funds already awarded, in the amount of \$75,000, for the relocation of the facility, to our equipment category in order to purchase a suburban and a pickup truck. The Program is in desperate need of replacing our maintenance Unit No. 66 a pickup truck with over 130,000 miles and in need of repairs. We need to purchase a suburban that will facilitate staff travels to local and regional trainings. Currently, we do not have any vehicles that can be used for this. We can realize savings by using the suburban to attend regional trainings and reduce mileage and airfare costs.

Attachments: Budget Narrative
Price Quotes

Budget Revision Application
Budget Narrative

The Hidalgo County Head Start Program (HCHSP) is asking for authorization to move \$75,000 from the “Other” budget category into the “Equipment” budget category as per 45CFR §75.308.

In our 2019 COLA Application, HCHSP was allocated \$75,000 under the “Other, Object Class Category 6.h”, for the relocation of a 2 classroom modular facility from our San Juan II Center to our Edinburg IV Center. This request was intended to partially accommodate 60 children from our Edinburg I Facility located in the Albores Housing Project, which was and still is about to be sold. However, the Edinburg Housing Authority administration has been kind enough to offer us classroom space at their facility located at 1200 North 1st Street, in Edinburg, which was formerly known as our Edinburg II Center. This facility will be able to accommodate up to 60 children. This action will eliminate our original request for relocation.

The Budget revision will allow us to purchase a suburban and a pickup truck. We are in desperate need of replacing our unit 66 maintenance pickup truck with over 130,000 miles. We also need to purchase a suburban that will facilitate staff travel to trainings. We can realize savings by using the suburban to attend regional trainings and reduce mileage and airfare costs.

Budget Net Impact

Equipment (Object Category 6.d)	\$75,000
Other (Object Class Category 6.h)	(\$75,000)
Net	(\$0)

Attachments: Policy Council Approval
Commissioner’s Court Approval
Price Quotes

PICKUP TRUCK

QUOTE# 00BCD

CONTRACT PRICING WORKSHEET

End User: HIDALGO COUNTY HEAD START	Contractor: CALDWELL COUNTRY
Contact Name: AMBROSIO TOVAR	CALDWELL COUNTRY
Email: AMBROSIO.TOVAR@HCHSP.ORG	Prepared By: Averyt Knapp
Phone #: 956-380-4158	Email: aknapp@caldwellcountry.com
Fax #:	Phone #: 979-567-6116
Location City & State: WESLACO, TX	Fax #: 979-567-0853
Date Prepared: OCTOBER 7, 2019	Address: P. O. Box 27, Caldwell, TX 77836
Contract Number: BUY BOARD #521-16	Tax ID # 14-1856872

Product Description: 2019 CHEVROLET 1500 SILVERADO 4X2 DOUBLE CAB SWB CC15753

A Base Price & Options: \$24,535

B Fleet Quote Option:

Code	Description	Cost	Code	Description	Cost
	4X2-DOUBLE CAB, 5.3L-V8, 6-SPD AUTOMATIC, LOCKING REAR AXLE DIFFERENTIAL, 40-20- 40 SEATS, FULL RUBBER FLOOR, AIR CONDITION, AMFM- STEREO W/BLUETOOTH, TILT, CRUISE, POWER WINDOWS, POWER LOCKS, POWER MIRRORS, DEEP TINT GLASS, POWER OUTLET, 6.5' BED, REAR STEP BUMPER, REAR VISION CAMERA, OEM HD TRAILER TOW PACKAGE, FOB WESLACO TEXAS	INCL			
	GM WARRANTY 5YR/100,000 MILES POWERTRAIN @ N/C	INCL		CALDWELL COUNTRY PO BOX 27 CALDWELL, TEXAS 77836	
Subtotal B					INCL

C Unpublished Options

Code	Description	Cost	Code	Description	Cost
Subtotal C					

D Other Price Adjustments (Installation, Delivery, Etc...)	
Subtotal D	INCL
E Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D)	
Quantity Ordered	1
Subtotal E	\$24,535
F Non-Equipment Charges (Trade-In, Warranty, Etc...)	
BUY BOARD FEE	\$400
G. Color of Vehicle: WHITE	
H. Total Purchase Price (E+F)	
	\$24,935
Estimated Delivery Date:	UNIT IN STOCK - IMMEDIATE (REF#K1219900)

SUBURBAN

QUOTE# 00BCE

CONTRACT PRICING WORKSHEET

End User: HIDALGO COUNTY HEAD START	Contractor: CALDWELL COUNTRY
Contact Name: AMBROSIO TOVAR	CALDWELL COUNTRY
Email: AMBROSIO.TOVAR@HCHSP.ORG	Prepared By: Averyt Knapp
Phone #: 956-380-4158	Email: aknapp@caldwellcountry.com
Fax #:	Phone #: 979-567-6116
Location City & State: WESLACO, TX	Fax #: 979-567-0853
Date Prepared: OCTOBER 7, 2019	Address: P. O. Box 27, Caldwell, TX 77836
Contract Number: BUY BOARD #521-16	Tax ID # 14-1856872

Product Description: 2020 CHEVROLET 1500 SUBURBAN CC15906

A Base Price & Options: \$39,315

B Fleet Quote Option:

Code	Description	Cost	Code	Description	Cost
	NINE (9) PASSENGER - CLOTH, 5.3L-V8, 6-SPD AUTOMATIC, LOCKING REAR AXLE DIFFERENTIAL, 40-20-40 CLOTH SEATS, FULL RUBBER FLOOR, AIR CONDITION FRONT AND REAR, AMFM-STEREO W/BLUETOOTH, TILT, CRUISE, POWER WINDOWS, POWER LOCKS, POWER MIRRORS, KEYLESS ENTRY, DEEP TINT GLASS, RUNNING BOARDS, TRAILER TOW HITCH, REAR VISION CAMERA	INCL			
	GM WARRANTY 5YR/100,000 MILES POWERTRAIN @ N/C	INCL		CALDWELL COUNTRY PO BOX 27 CALDWELL, TEXAS 77836	
Subtotal B					INCL

C Unpublished Options

Code	Description	Cost	Code	Description	Cost

Subtotal C

D Other Price Adjustments (Installation, Delivery, Etc...)

Subtotal D	INCL
E Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D)	\$39,315
Quantity Ordered	1
Subtotal E	\$39,315
F Non-Equipment Charges (Trade-In, Warranty, Etc...)	
BUY BOARD FEE	\$400
G. Color of Vehicle: WHITE	
H. Total Purchase Price (E+F)	\$39,715
Estimated Delivery Date:	60-90 DAYS APPX