
AGENDA ITEM BRIEFING

Commissioners Court – June 23, 2020

AI Number: 76103

Project Number: 2020-305

Information: Requesting authority to exempt from competitive procurement requirements, pursuant to TxLGC 262.024 (a)(1)(2), and requesting authority to hire Licensed Vocational Nurse II's, Medical Technician I's, and Medical Clerk I's for various county areas and departments including, but not limited to the Health Department, County Courthouse, outlying District Courts, Justice of the Peace Courts, and Tax Office (main and substations), in order to assist with County functions related to medical and public health measures.

Description of AI: (A) Requesting authority to utilize CARES Act Funding (B) Requesting exemption from competitive bidding (C) Requesting authority to install a drive-thru window at 317 N. Closner.

Funding Source: CARES Act Relief Fund (TBD)

Acct. # 0-1287-441-42-115-096-0-452

Requested by: Arturo Guajardo, County Clerk

Department: County Clerk's Office

Prepared by: Tanya De Lira, Contract Specialist II

Department: Purchasing Department

BACKGROUND

On March 17, 2020, pursuant to the authority under Texas Government Code Section 418.108, Hidalgo County Judge Richard Cortez issued a Declaration of Local Disaster for Public Health Emergency due to the imminent threat arising from the Coronavirus (COVID-19). On March 22, 2020, in accordance with Texas Government Code Section 418.108(b), the Commissioners Court of Hidalgo County issued an Order of Continuance of Declaration of Local Disaster for Public Health Emergency that affirmed the activation of the Hidalgo County Emergency Management Plan and extends the Declaration of Local Disaster.

In coordinating the response to this ongoing public health emergency, and in order to continue with County operations, the County Clerk's Office is needing to install a drive-thru window at the Vitals & Official Records Building located at 317 N. Closner to reduce the amount of persons that come into the building, to ensure the health and safety of all persons (staff and constituents), and mitigate the spread of COVID-19.

The 2010 Census has indicated that Hidalgo County has a low to moderate income level of 54.76% and the Texas Department of State Health Services estimates Hidalgo County's population to be 1,005,539. With this large impoverished population, but limited lab testing capacity, the detection, mitigation, and response to COVID-19 has been largely impacted. Current public health directive emphasizing the importance of preventing and mitigating the spread of COVID-19. With the installation of this drive-thru window, a much needed service will be established and made promptly available to our county residents by means of giving the constituents the ability to obtain necessary documentation, while adhering to social distancing recommendations, and ensuring all persons are relatively safe as we prevent and mitigate the spread of COVID-19.

COMPLIANCE

In compliance to the national preparedness goal under the Presidential Policy Directive 8 (PPD8), the Homeland Security Presidential Directive 5 (HSPD-5) and the Centers for Disease Control and Prevention, Public Health Emergency Preparedness and Response Capability 12 and pursuant to the Order of Continuance of Declaration of Local Disaster for Public Health Emergency that affirmed the activation of the Hidalgo County Emergency Management Plan and extends the Declaration of Local Disaster, requests the courts approval for the installation of the drive-thru window to address the ongoing COVID-19 pandemic public health emergency.

ADMINISTRATION

Approval of the item is consistent with Hidalgo County's intended purpose to mitigate the spread of COVID-19.

AGENDA ITEM CAPTION

- A. Discussion, consideration, and action to approve a necessary CARES Act Relief Fund expenditure to cover cost not accounted for in the current budget and cannot be lawfully funded by line item, allotment or allocation, for the Installation of a Drive Thru Window at Vitals & Official Records Building, in order to assist with County actions to facilitate compliance with public health measures addressing the ongoing COVID-19 emergency; the Court having reviewed the Agenda Item Briefing, herein finds that such expenditure is reasonable and necessary for the intended use;
- B. Requesting exemption from competitive procurement requirements pursuant to Texas Local Government Code 22.024 (a)(1)(2), attached herein; and
- C. Request by Hidalgo County Clerk through Facilities Management to install a drive thru window at the Vitals & Official Records Building [located at 317 N. Closner/ fmr. Robert's Chevrolet] with acceptance and approval of a proposal from Job Order Contractor Centennial [awarded JOC/contract# 581-19] in the amount of \$15,778.11 through HC membership and submittal of Form 1295 and required insurances.

RECOMMENDATIONS

Approval of the item will allow Hidalgo County proceed with the current public health directive emphasizing the importance of preventing and mitigating the spread of COVID19. As previously stated, the installation of a drive thru window, is a reasonable and necessary expenditures related

to the County's COVID-19 Public Health Response. Expenditures will be charged to the Coronavirus Aid, Relief, and Economic Security (CARES) Relief Act and/or other assistance available to address the COVID-19 public health emergency.

Attachments:

- Image
- BuyBoard Contract
- TxLGC 262.024
- Agenda Item Briefing
- SAM.gov
- Proposal (attached to AI backup drive)
