

**COST REIMBURSEMENT AGREEMENT  
BETWEEN  
THE FEDERAL BUREAU OF INVESTIGATION (FBI)  
AND  
HIDALGO COUNTY SHERIFF'S OFFICE (AGENCY)  
TASK FORCE FILE # 281D-SA-C46020**

Pursuant to Congressional appropriations, the FBI receives authority to pay overtime for police officers assigned to the formalized Rio Grande Valley Safe Streets Violent Crime Task Force as set forth below for expenses necessary for detection, investigation, and prosecution of crimes against the United States. It is hereby agreed between the FBI and the Hidalgo County Sheriff's Office located at 711 El Cholo, Edinburg, Texas 78540 Taxpayer Identification Number: 74-6000717, Phone Number: 956-383-8114 that:

1) Commencing upon execution of this agreement, the FBI will, subject to availability of required funding, reimburse the agency for overtime payments made to the officers assigned full-time to the task force.

2) Requests for reimbursement will be made on a monthly basis and should be forwarded to the FBI Field Office as soon as practical after the first of the month which follows the month for which reimbursement is requested. Such requests should be forwarded by the Supervisor of the agency to the FBI Task Force Squad Supervisor and Special Agent in Charge for their review, approval, and processing for payment.

3) Overtime reimbursements will be made directly to the agency by the FBI. All overtime reimbursement payments are made by electronic fund transfer (EFT). An ACH Vendor/Miscellaneous Payment Enrollment Form must be on file with the FBI to facilitate EFT.

4) Overtime reimbursements will be calculated at the usual rate for which the individual officer's time would be compensated in the absence of this agreement. However, said reimbursement, per officer, shall not exceed monthly and/or annual limits established annually by the Federal fiscal year running from October 1<sup>st</sup> of the year through September 30<sup>th</sup> of the following year, unless changed during the period. The FBI reserves the right to change the reimbursement limits, upward or downward, for subsequent periods based on fiscal priorities and appropriations limits. The FBI will notify the agency of the applicable annual limits prior to October 1<sup>st</sup> of each year.

5) The number of agency officers assigned full-time to the task force and entitled to overtime reimbursement by the FBI shall be approved by the FBI in advance of each fiscal year. Based on the needs of the task force, this number may change periodically, upward or downward, as approved in advance by the FBI.

6) Prior to the submission of any overtime reimbursement requests, the agency must prepare an official document setting forth the identity of each officer assigned full-time to the task force, along with the regular and overtime hourly rates for each officer. Should any officer change during the year, a similar statement must be prepared regarding the new officers prior to submitting any overtime reimbursement requests for the officers. The document should be sent to the field office for FBI review and approval.

7) Each request for reimbursement will include the name, rank, ID number, overtime compensation rate, number of reimbursement hours claimed, and the dates of those hours for each officer for whom reimbursement is sought. The request must be accompanied by a certification, signed by an appropriate Supervisor of the agency, that the request has been personally reviewed, the information described in the paragraph is accurate, and the personnel for whom reimbursement is claimed were assigned full-time to the task force.

8) Each request for reimbursement will include an invoice number, invoice date, taxpayer identification number (TIN), and the correct banking information to complete the EFT. The necessary banking information is the Depositor Account Title, Bank Account Number, Routing Number, and Type of Account (either checking, savings, or lockbox). If the banking information changes, a new ACH Vendor/Miscellaneous Payment Enrollment Form must be submitted to the FBI.

9) Requests for reimbursement must be received by the FBI no later than December 31<sup>st</sup> of the next fiscal year for which the reimbursement applies. For example, reimbursement for the fiscal year ending September 30, 2009, must be received by the FBI by December 31, 2009. The FBI is not obligated to reimburse any requests received after that time.

10) This agreement is effective upon signature of the parties and will remain in effect for the duration of the agency's participation in the taskforce, contingent upon approval of necessary funding, and unless terminated in accordance with the provisions herein. This agreement may be modified at any time by written consent of the parties. It may be terminated at any time upon mutual consent of the parties, or unilaterally upon written notice from the terminating party to the other party at least 30 days prior to the termination date.

FEDERAL BUREAU OF INVESTIGATION:

Special Agent in Charge

Date

Contracting Officer  
FBI Headquarters

Date

Hal P. Anderson, III  
Contracting Officer  
Federal Bureau of Investigation

HIDALGO COUNTY SHERIFF'S OFFICE:

J. "Eddie" Guerra, Sheriff

Date

APPROVED AS TO FORM

Office of Criminal District Attorney, Hidalgo County, Texas

By:

Josephine Ramirez Solis, Assistant DA

Date