



2812 S. Bus. Hwy 281
Edinburg, Texas 78539
Phone: (956) 318-2626
Fax: (956) 318-2629
www.co.hidalgo.tx.us/purchasing

MEMORANDUM

SOLE SOURCE JUSTIFICATION

TO: Hidalgo County Commissioner's Court

FROM: Eduardo Belmarez, MBA, CPM

DATE: August 22, 2022

RE: Sole Source Justification for Cardinal Tracking Inc

1. Explain why the request of services or goods cannot be competitively bid and why this purchase is economically only available from a single source?
 - a. They cannot be competitively bid because the Hidalgo County District Attorney HIDTA Task Force personnel have become accustomed to the user interface of the system. The HIDTA personnel initiated the use of the Cardinal Tracking Inc. since 2010. This database maintains all criminal investigations and evidence for our agency.
 - b. In 2021, the South Texas HIDTA Director's office attempted to use another vendor, but it could not guarantee at 100% transfer of all files from the Cardinal Tracking system to the new vendors system.
 - c. The HIDTA Task Force maintains files linked to active federal investigations to include public corruption investigations which are secured by the Cardinal Tracking Inc.
 - d. There is crucial evidence in the database required to be tracked due to active fugitive arrest warrants to apprehend individuals who are pending state or federal prosecution.
2. Describe the uniqueness of items or services to be procured from the proposed vendor (e.g., compatibility or patent issues).
 - a. The user interface for the Cardinal Tracking system is user friendly and allows agents to conduct immediate query checks to locate prior criminal investigations



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linked to a suspect name, alias, address, vehicle, weapon, date, or other associated word.

- b. The Cardinal Tracking system maintains security measures authorizing only specific individuals to make changes to reports, files, photos, or evidence entries.
- c. The Cardinal Tracking system secures all names to include undercover agents' identity, sources of information, and confidential sources identities.

3. How did the agency determine that the item or service is only available from one source (e.g., market survey results, independent agency research, patented or proprietary system).

- a. Cardinal Tracking offers patent services that other vendors do not provide to maintain the highest level of security of HIDTA files.