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MEMORANDUM SOLE SOURCE DECLARATION

TO: Hidalgo County Commissioner's Court

FROM: Ignacio Amezcua MBA, CTCM, CTCD *IA*

DATE: Date: 09/24/2024

RE: Sole Source Declaration for HotDocs Corp., a subsidiary of Mitrtech Holdings, Inc. "Purchase of HotDocs Classic Desktop User License"

The Hidalgo County District Attorney Office seeks to procure the purchase of HotDocs Classic Desktop User License from HotDocs Corp., a subsidiary of Mitrtech Holdings, Inc.

The HotDocs software is a sole source product developed, sold, supported and distributed in the Texas market as a stand-alone offering exclusively by HotDocs Corporation, a subsidiary of Mitrtech Holdings, Inc.

Mitrtech maintains all copyright privileges for the Mitrtech products and these products must be purchased directly from Mitrtech. There are no agents or dealers authorized to represent, sell and provide services for the HotDocs software in the Texas market.

In Accordance with the Texas Local Government Code Chapter 262.024 (a)(7)(A),
(a) A contract for the purchase of any of the following items is exempt from the requirement established by section 262.023 if the commissioners court by order grants the exemption:
(7) Any item that can be obtained from only one source, including:
(A) Items for which competition is precluded because of the existence of patents, copyrights, secret processes, or monopolies.

Therefore, for the reason stated herein, we humbly request that the Hidalgo County Commissioners' Court declare a Sole Source Vendor, for the purpose of procuring the purchase with HotDocs Corporation, a subsidiary of Mitrtech Holdings, Inc. This sole source declaration will remain in effect through the life term of the contract, unless otherwise revoked by the Hidalgo County Commissioners Court.