

Hidalgo County Head Start Program

Policy Council Agenda

DATE: February 19, 2025

SUBJECT: Discussion/Approval on Request to Purchase Two (2) Vehicles {Cargo Vans} through the Hidalgo County’s Membership/Participation with the Texas Association School Board (TASB) Buyboard’s Awarded Vendor (Contract #724-23), Caldwell Country (Including TASB Administrative Fees)

RATIONALE/NEED: The program will use the vehicle for performing Head Start food nutrition daily work functions. This contract would allow the purchasing of the lowest and best pre-bided prices on vans under program/cooperative.

RECOMMENDATION: Administration recommends approval.

COST: \$80,310.00

RELATED INFORMATION INCLUDED: Participant Info/Proposal
Form 1295 & ACK/Sam.gov/Price Verification

INITIATED BY: Ambrosio Tovar, Procurement Director *A. Tovar*

REVIEWED BY: Dr. Nereyda Cantu, Assistant Program Director for Operations

PROGRAM DIRECTOR’S APPROVAL: *[Signature]* *[Signature]*

Menu



Vendor Contract Information Summary

Vendor	Caldwell Country Chevrolet
Contact	AVERYT KNAPP
Phone	979-567-1500
Email	averyt@caldwellcountry.com
Vendor Website	www.caldwellcountrychevrolet.com
TIN	87-3266036
Address Line 1	800 E Highway 21
Vendor City	Caldwell
Vendor Zip	77836
Vendor State	TX
Vendor Country	USA
Delivery Days	10
Freight Terms	FOB Destination
Payment Terms	NET 30
Shipping Terms	Freight prepaid by vendor and added to invoice
Ship Via	Common Carrier
Designated Dealer	No
EDGAR Received	Yes
Service-disabled Veteran Owned	No
Minority Owned	No
Women Owned	No
National	No
No Foreign Terrorist Orgs	Yes
No Israel Boycott	Yes
MWBE	No
ESCs	All Texas Regions
States	All States
Contract Name	Vehicles, Police Motorcycles, Parts, and Maintenance Repair Services
Contract No.	724-23
Effective	12/01/2023
Expiration	11/30/2026
Accepts RFQs	Yes
Service Fee Note	Vehicle purchase orders are subject to a \$400 service fee

QUOTE# 00AA-R1290419

CONTRACT PRICING WORKSHEET

End User: HIDALGO COUNTY HEAD START	Contractor: CALDWELL COUNTRY
Contact Name: AMBROSE TOVAR ANGELICA SALINAS	CALDWELL COUNTRY
Email: AMBROSIO.TOVAR@HCHSP.ORG	Prepared By: Averyt Knapp
Phone #: 956-380-4150	Email: aknapp@caldwellcountry.com
Fax #: 956-381-0439	Phone #: 979-567-6116
Location City: MCALLEN, TX	Fax #: 979-567-4376
Date Prepared: FEBRUARY 11, 2025,	Address: P. O. Box 27, Caldwell, TX 77836
Contract Number: BUY BOARD #724-23	Tax ID # 87-3266036
Product Description: 2024 CHEVROLET EXPRESS CARGO VAN CG23405	
A Base Price & Options:	
	\$39,955

B Fleet Quote Option:

Code	Description	Cost	Code	Description	Cost
	8,600#GVWR, 2024-CARGO VAN CG23705, 135" WHEELBASE, 4.3L-V6, 8-SPD AUTOMATIC, AIR CONDITION, AMFM-STEREO, POWER WINDOWS, POWER LOCKS, POWER MIRRORS, SWING-OUT SIDE AND REAR CARGO DOORS W/GLASS, TRAILER TOW PACKAGE, REAR VISION CAMERA, FOB MCALLEN	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
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E Unit Cost Before Fee & Non-Equipment Charges (A+B+C+D)	\$39,955
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Quantity Ordered	2
Subtotal E	\$79,910
F Non-Equipment Charges (Trade-In, Warranty, Etc...)	
BUY BOARD FEE	\$400
G. Color of Vehicle: WHITE	
H. Total Purchase Price (E+F)	
	\$80,310
Estimated Delivery Date:	UNIT IN STOCK - REF#R1230419 REF#R1230416

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:
2025-1267716

Date Filed:
02/11/2025

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Caldwell Country Chevrolet II, LLC
Caldwell, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Hidalgo County Head Start Program

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

#724-23
2 2024 Chevrolet Express Cargo Vans

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	SKYLARK	DALLAS, TX United States	X	

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is Kaybee Ingram, and my date of birth is 06/10/1998.

My address is PO BOX 27 (street), Caldwell (city), TX (state), 77436 (zip code), USA (country).

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Burleson County, State of Texas, on the 11 day of Feb, 2025.
(month) (year)

Kaybee Ingram
Signature of authorized agent of contracting business entity (Declarant)

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
 CERTIFICATION OF FILING**

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Hidalgo County Head Start Program

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			Controlling	Intermediary
	SKYLARK	DALLAS, TX United States	X	

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

 Signature of authorized agent of contracting business entity
 (Declarant)

Financial Information

Points of Contact

Assertions

Reps and Certs

Exclusions

Responsibility / Qualification

Entity Information

**CALDWELL
COUNTRY
CHEVROLET II,
LLC**

Active Registration

Unique Entity ID

CAGE/NCAGE

Expiration Date

JUP8ELPZZ5N6 (blank)

Sep 5, 2025

Physical Address

**800 State Highway 21 E
Caldwell, Texas
77836-4512, United States**

Mailing Address

**800 State Highway 21 E
Caldwell, Texas
77836-4512, United States**

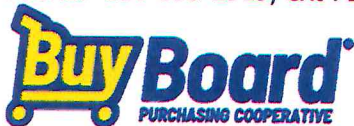
Ambrosio Tovar

From: Contract Admin <ContractAdmin@buyboard.com>
Sent: Tuesday, February 11, 2025 12:27 PM
To: Angelica Salinas; Ambrosio Tovar
Subject: FW: Price Verification
Attachments: doc02512020250211110148.pdf

Information is in accordance with the vendor's BuyBoard contract.

Respectfully,

Connie W. Burkett, *CTSBO*
Director of Cooperative Operations
BuyBoard / TASB
12007 Research Blvd
Austin TX 78759
Phone: 800-695-2919, ext 7152



From: Angelica Salinas <angelica.salinas@hchsp.org>
Sent: Tuesday, February 11, 2025 11:03 AM
To: Contract Admin <ContractAdmin@buyboard.com>
Cc: Ambrosio Tovar <ambrosio.tovar@hchsp.org>
Subject: Price Verification

You don't often get email from angelica.salinas@hchsp.org. [Learn why this is important](#)

Good morning,

Please verify the attached proposal.
Contract #724-23

Thank you

Angelica Salinas
Procurement Manager
1901 W. State Hwy 107
McAllen, TX 78504