

AI-100023

Purchasing Department 19. F. 1.

**CC REGULAR AGENDA SPECIAL
MTG**

Auditor's Office

Meeting Date: 07/22/2025

Submitted For: Ignacio Amezcua,
PURCHASING DEPT.

Submitted By: Ived Sepulveda

Department: PURCHASING DEPT.

CAPTION

- A. Requesting exemption from competitive bidding requirements under Texas Local Government Code, 262.024(a)(7)(A) an item that can only be obtained from one source because of the existence of patents, copyrights, secret processes or monopolies;
- B. Requesting acceptance and approval of the "Sole Source Declaration" for Caseware International, Inc., for GASB Financials Solution Subscription, with said declaration to remain in effect while the declaration is in place or until revoked by HCCC;
- C. Requesting authority to enter into a twelve (12) month service agreement with Caseware International, Inc., for GASB Financials Solution Subscription in the total amount of \$17,904.00

BACKGROUND

Project No. 25-0322

Term: 08/01/2025 - 07/31/2026

Fiscal Impact

CALENDAR YEAR: 2025

ACCT. #: 5-1100-415-21-170-001-0-812

FUNDS AVAILABLE Y/N?: Y

MATCHING FUNDS Y/N?: N

BUDGETARY IMPACT:

Funds available as of 07/17/2025.

Attachments

- Legal approval
- Sole Source Declaration
- Sole Source Letter
- Sole Source Affidavit
- 1295 Form and Ack

Form Review

| Inbox | Reviewed By | Date |
|---------------------------------|--------------------|---------------------------------|
| Purchasing / Internal | Ignacio Amezcua | 07/17/2025 08:49 AM |
| Purchasing / Internal | Ignacio Amezcua | 07/17/2025 02:30 PM |
| Budget and Management | Veronica Ortiz | 07/17/2025 02:42 PM |
| Final Approval | Monica Salinas | 07/18/2025 05:23 PM |
| Form Started By: Ived Sepulveda | | Started On: 07/10/2025 04:03 PM |
| Final Approval Date: 07/18/2025 | | |



MEMORANDUM

SOLE SOURCE DECLARATION

TO: Hidalgo County Commissioner's Court

FROM: Ignacio Amezcua MBA, CTCM, CTCD IA
IA

DATE: July 22, 2025

RE: Sole Source Declaration for Caseware International, Inc. "GASB Financials Solutions"

The Hidalgo County is seeking to procure the purchase of GASB Financials Solution Subscription from Caseware International, Inc.

Caseware International, Inc. is the sole North American manufacturer/producer, seller and maintenance/service provider for the Caseware GASB Financials Solution. GASB Financials is the financial statement preparation template for the US government sector. It is based on principles set by GASB (Governmental Accounting Standards Board).

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 Caseware International, 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.



January 1, 2025

To whom it may concern:

This letter confirms that Caseware International Inc. is the sole North American manufacturer/producer, seller and maintenance/service provider for the following Caseware products:

- Caseware Working Papers
- Caseware Working Papers Plus
- Caseware SmartSync
- Caseware SmartSync Server
- Caseware Connector
- Caseware Audit System
- Caseware IDEA
- Caseware Cloud
- Caseware GASB Financials Solution
- Caseware ASPE Financials Solution

All products listed above are Commercial off-the-shelf (COTS) items.

Please do not hesitate to contact Caseware if you have any questions or concerns.

Sincerely,

Caseware International Inc.

DocuSigned by:

F488BD64014F4BD...

Davis Jackson
Chief Commercial Officer



Hidalgo County Purchasing Department Sole Source Affidavit

THIS IS AN OFFICIAL PURCHASING DOCUMENT – RETAIN WITH PURCHASE ORDER

Before me, the undersigned official, on this day, personally appeared Brian Kyle a person known to me to be the person whose signature appears below, whom after being duly sworn upon his/her oath deposed and said:

1. My name is Brian Kyle. I am over the age of 18, have never been convicted of a crime, and am competent to make this affidavit.
2. I am an authorized representative of the following company or firm: Caseware International Inc.
3. The above-named company or firm is the sole source for the following item(s), product(s), or service(s):
GASB Financials, Working Papers Plus, Connector
4. Competition in providing the above-named item(s), product(s), service(s) is precluded by the existence of a patent, copyright, secret process, or monopoly as stated under Section 262.024(a)(7)(A), of the Local Government Code. Also, attached hereto is a sole source letter, which sets forth the reasons why this Vendor is a sole source provider (dated and signed).
5. There is/are no other like item(s) or product(s) available for purchase that would serve the same purpose or function.
6. Note: This Vendor understands that by providing false information on this Sole Source Affidavit, it may be considered a non-responsible Vendor on this and future purchases and may result in discontinuations of any/all business with Hidalgo County.

Signature: [Handwritten Signature]

SWORN AND SUBSCRIBED TO under oath before me on 3 day of July, 2025
[Handwritten Signature]

Notary Public
Angela LeBreton

Printed Name
Ontario, Does Not Expire

My Commission Expires



Company Name: Caseware International Inc.

Address, City, State & Zip Code: 351 King St East Suite 1100 Toronto ON M5A 2W4 Canada

Phone Number: 416-867-9504 Fax: _____

Contact Name and Title: Tiena Ursell, Officer & Back Office Coordinator WEB Address: www.caseware.com Email: tiena.ursell@caseware.com

Federal Tax ID Number: 98-0362131 Texas Sales Tax Number: _____