

CHANGE REQUEST FORM				
CHANGE REQUEST # 15456560				
<b>Client</b>	<b>Original Project Name</b>	<b>Original SOW #:</b>		
Hidalgo County	Network Support Services	14127538		
<b>Insight Services Manager</b>	<b>Client Project Sponsor</b>	<b>Request Date</b>		
David Avila	Renan Ramirez	01/23/2015		
Purchase Order to Apply to Changes: PO # Pending New PO				
<u>Change Request Summary</u>				
<b>Original Scope Task</b>	Provide 100 hours of Technical Support (DIR-TSO-2542)			
<b>Reason for Change</b>	Continue Services for Network Support by adding more hours to project.			
<b>Description of Change</b>	The following will be added to the SCHEDULE, Estimated Duration Section: <ul style="list-style-type: none"> <li>• An additional 100 hours of Network Support will be provided through January 31, 2016.</li> </ul>			
<b>Project Schedule</b>	An additional 100 hours will be added to the original Project Schedule.			
<b>Project Pricing</b>	The additional Services will be provided on a time and materials basis as follows:			
	Resource Type	Estimated Hours	Hourly Rate	Estimated Price
	Network Maintenance Support	100	\$150.00	\$15,000.00
<b>Deliverables</b>	There are no changes to the Deliverables.			
<u>Signatures</u>				
<b>Insight Authorized Signer:</b>		<b>Date:</b>		
<b>Print Name:</b>	<b>Title:</b>			
<b>Client Authorized Signer:</b>	<i>Ramon Garcia</i>	<b>Date:</b>	<i>2/17/15</i>	
<b>Print Name:</b>	<i>Hon. Ramon Garcia</i>	<b>Title:</b> <i>County Judge</i>		

Approved by Commissioners' Court  
 on 2-17-15 *RD*

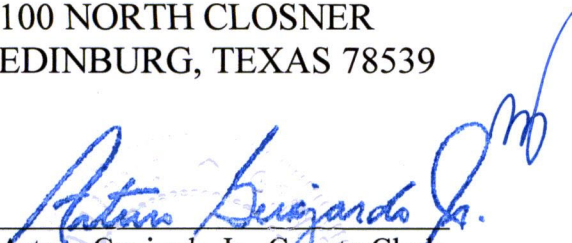
**INSIGHT PUBLIC SECTOR, INC.**

Information Technology Department

***TECHNICAL SUPPORT AGREEMENT***  
***Approved in CC on February 17, 2015***  
***Additional 100 hours of Technical Support***

ATTEST:

HIDALGO COUNTY CLERK  
100 NORTH CLOSNER  
EDINBURG, TEXAS 78539

  
\_\_\_\_\_  
Arturo Guajardo Jr., County Clerk



**CONSENT AGENDA  
HIDALGO COUNTY  
COMMISSIONERS COURT MEETING  
February 17, 2015  
9:30 A.M.**

**NOTICE is hereby given in accordance with Chapter 551, Texas Government Code, that a SPECIAL MEETING of the Commissioners' Court will be held at the Edinburg Council Chambers 415 W. University Drive, Edinburg, Hidalgo County, Texas. Discussion and possible action relating to the following business will be transacted:**

**NOTICE TO THE PUBLIC  
CONSENT AGENDA**

**The following items are of a routine or administrative nature. The Commissioners' Court has been furnished with background and support on each item, and/or it has been discussed at a previous meeting. All items will be acted upon by one vote without being discussed separately unless requested by a Commissioner, in which event the item or items will immediately be withdrawn for individual consideration in its normal sequence after the items not requiring separate discussion have been acted upon. The remaining items will be adopted by one vote.**

1. ✓ **AI -48530 Approval of check register and payment of claims and bills - (Payments from Juvenile Probation, Adult Probation, LEOSE Fund, DA Motor Vehicle Theft Fund, DA Bad Check Processing Fund, DA Forfeiture Fund, Sheriff Forfeiture Funds, Constable Forfeiture Funds, HIDTA Forfeiture Funds and VIT Interest Fund are presented for recording purposes only.)**

2. ✓ **2014 Interdepartmental transfers:**

✓ **AI -48485 Precinct No.3 (1315) TxDOT:  
Approval of 2014 interdepartmental transfer from TxDOT fund 1315 programs (033,044) to program (030) in the total amount of \$1,303.85**

3. ✓ **2015 Intradepartmental transfers:**

A. ✓ **AI -48492 2015 - 398th DC (1100)**

B. ✓ **AI -48494 2015 - Elections (1100)**

C. ✓ **AI -48503 2015 - Master Court #2 (1100)**

D. ✓ **AI -48516 2015 - District Attorney (1100)**

E. ✓ **AI -48483 2015 - District Attorney (1100)**

F. ✓ **AI -48421 2015 - Pct. 2 Adm. (1200)**

G. ✓ **AI -48420 2015 - Pct. 2 Sanitation (1100)**

*Approved*

- M. AI -48311 Information Technology (I. T.) Department:**  
\* ✓ Requesting authority to purchase additional 100 hours of remote technical support to continue services for network support by adding more hours to project previously approved by Commissioners Court consent agenda on 6/30/2014 AI-45188 and execute required agreement for the County wide network through our membership/participation with (DIR) Department of Information Resources awarded vendor Insight Public Sector, Inc. DIR-TSO-2542 in the total amount of \$15,000.00 through the following requisition #270373, effective upon approval (5-1100-415-00-200-002-0-336).
- N. AI -48209** ✓ Requesting approval of Payment Application No. 2 in the amount of \$44,380.20 for the Pct 2 Roadrunner Subdivision Paving & Drainage Improvements project, submitted by contractor, Texas Cordia Construction, LLC through Contract C-14-285-09-15 and as reviewed by project engineer, Raul Sesin, P.E.
- O. AI -48208** ✓ Requesting approval of payment of Invoice #3737 in the amount \$12,364.29 submitted by R. Gutierrez Engineering Corporation, in connection with professional engineering services provided under Contract C-12-314-01-29 (WA#2), for Pct. 2 Thomas Road project.
- P. AI -48140** ✓ Requesting authority to advertise and approval of procurement packet (i.e. specifications/requirements, legal notice, draft requirement agreement etc.) as attached hereto for: Hidalgo County (all funding sources, programs & entities) - "SS-I Emulsified Asphalt & Delivery Services" -RFB No.: 2015-027-00-00-SGS including the re-advertising of project in the event No Bid responses are received and/or rejected and project is still required.
- Q. AI -48215 Add/delete Fuel Cards**  
1. ✓ Hidalgo County Extension Services - add/delete fuel cards

AI -48311

Purchasing Department

**CC CONSENT**

Meeting Date: 02/17/2015

Submitted By: Matilde Faz, PURCHASING DEPT.

Department: PURCHASING DEPT.

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Information

CAPTION

**Information Technology (I. T.) Department:**

Requesting authority to purchase additional 100 hours of remote technical support to continue services for network support by adding more hours to project previously approved by Commissioners Court consent agenda on 6/30/2014 AI-45188 and execute required agreement for the County wide network through our membership/participation with (DIR) Department of Information Resources awarded vendor Insight Public Sector, Inc. DIR-TSO-2542 in the total amount of \$15,000.00 through the following requisition #270373, effective upon approval (5-1100-415-00-200-002-0-336):

BACKGROUND

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Fiscal Impact

FISCAL YEAR: 2015

ACCT. #: 5-1100-415-00-200-002-0-336

FUNDS AVAILABLE Y/N?: Yes

MATCHING FUNDS Y/N?: No

BUDGETARY IMPACT:

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Attachments

Requisition

Quote

Price verification

Scope Of Work

Legal's Approval

2014 Signed agreement

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**Form Review**

Inbox

Reviewed By

Date

Matilde Faz

01/29/2015 10:16 AM

Form Started By: Matilde Faz

Started On: 01/29/2015 10:16 AM

**Requisition**

**Req # 00270373**

**PO #**

**Date: 01/26/15**

*2/17/15*  
*48311*  
*[Signature]*

**Bill To:** x  
 x

**Vendor:** 379093  
 INSIGHT PUBLIC SECTOR, INC.  
 PO BOX 731072  
 DALLAS TX 75373-1072

**Ship To:** INFORMATION TECHNOLOGY DEPARTMENT  
 100 E. CANO, 4TH FLOOR  
 EDINBURG TX 78540

**Contact:**

**Contract No:** DIR-TSO-2542

**Special Instructions:**

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
100.00	EACH	DIR-TSO-2542 QUOTE DB10815-1 DO NOT DUPLICATE ORDER TECHNICAL SUPPORT <i>,00 hr</i> Account No _____ 5-1100-415-00-200-002-0-336  REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233	150.00  <u>Encumbrance</u> 15,000.00  Freight .00  Total	15,000.00       15,000.00
		<i>cc 6/30/14</i> <i>712289 258674</i> <i>Req Create Price Var. SOW legal approval</i>		

**Authorized By:** \_\_\_\_\_

**Requisition**

**Req # 00270373**

**PO #**

**Date: 01/26/15**

*Consent  
48311  
2/17/15*

**Bill To:** x  
x

**Vendor:** 379093  
INSIGHT PUBLIC SECTOR, INC.  
PO BOX 731072  
DALLAS TX 75373-1072

**Ship To:** INFORMATION TECHNOLOGY DEPARTMENT  
100 E. CANO, 4TH FLOOR  
EDINBURG TX 78540

**Contact:**

**Contract No: DIR-TSO-2542**

**Special Instructions:**

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
100.00	EACH	DIR-TSO-2542 QUOTE DB10815-1 DO NOT DUPLICATE ORDER CO TECHNICAL SUPPORT - 100 HOURS	150.00	15,000.00
		Account No _____	Encumbrance	
		5-1100-415-00-200-002-0-336	15,000.00	
			Freight	.00
			Total	15,000.00
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

**Authorized By:** \_\_\_\_\_

Insight Public Sector  
 6820 South Hart Avenue  
 Tempe, A 85283

Sales Rep : Diana Berger  
 Phone: 954-451-8628  
 diana.berger@insight.com

Design Associate: Jason Sawyers  
 Phone: 800-467-4448 ext 6735  
 Fax: 408-547-0327  
 jsawyers@insight.com



Technical Support  
 DIR Contract# DIR-TSO-2542



Sales Quote: DB010815-1  
 Date: 1/8/2015  
 Buyer: County of Hidalgo  
 Name: Juan DeLeon  
 Phone: 956-292-7010  
 Email: juan@co.hidalgo.tx.us

Part Number	Description	Quantity	List Price	Discount	Unit Price	Extended Price
Technical Services	Technical Support DIR Consultant Sr. Rate = \$235.00 Requires 29.50% DIR Discount = \$165.00	100	\$ 235.00	36.15%	\$ 150.00	\$ 15,000.00

Sales Quote is valid for 30 days

**TOTAL \$15,000.00**

**TERMS AND CONDITIONS**

Transaction is governed by the applicable contract between Calence, LLC dba Insight Networking and the Texas Department of Information Resources Pursuant to that contract, the warranties and disclaimers located at the following URL apply to this transaction: [www.insight.com/pages/legal.web#](http://www.insight.com/pages/legal.web#)  
 The above referenced contract and warranties and disclaimers are hereby incorporated herein by this reference.  
 CALENCE, LLC DBA INSIGHT NETWORKING SPECIFICALLY OBJECTS TO ANY ADDITIONAL TERMS BEING ADDED THROUGH A PURCHASE ORDER OR OTHER SIMILAR DOCUMENT OR COMMUNICATION (A 'PURCHASE ORDER'). BY ORDERING ANY OF THE ITEMS IDENTIFIED HEREIN, CUSTOMER AGREES THAT ANY ADDITIONAL TERMS CONTAINED IN A PURCHASE ORDER SHALL NOT BECOME PART OF THE AGREEMENT BETWEEN THE PARTIES AND SPECIFICALLY THAT THE TERMS AND CONDITIONS CONTAINED HEREIN OR INCORPORATED HEREIN BY REFERENCE SHALL SUPERSEDE ANY CONFLICTING, CONTRARY, OR ADDITIONAL TERMS AND CONDITIONS IN A PURCHASE ORDER.

**Matilde Faz**

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**From:** Josephine L. Ramirez [josephine.ramirez@da.co.hidalgo.tx.us]  
**Sent:** Monday, February 06, 2012 1:45 PM  
**To:** 'Martha Salazar'  
**Cc:** 'Matilde Faz'; 'Darlene Betancourt'; norma.silva@da.co.hidalgo.tx.us  
**Subject:** RE: Quote 012212DB-1 - 40 Maintenance Hours

I have reviewed and approve as to the form of the attached agreement.

**Josephine Ramirez Solis**  
*Assistant Criminal District Attorney*  
County Affairs Section  
Office of Criminal District Attorney  
Hidalgo County, Texas  
100 N Closner Rm 303  
Edinburg, TX 78539  
(956) 318-2313 ext. 3823  
(956) 318-2079 FAX  
[josephine.ramirez@da.co.hidalgo.tx.us](mailto:josephine.ramirez@da.co.hidalgo.tx.us)

\*\*\*\*\*  
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\*\*\*\*\*  
**From:** Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]  
**Sent:** Friday, February 03, 2012 5:00 PM  
**To:** josephine.ramirez@da.co.hidalgo.tx.us  
**Cc:** 'Matilde Faz'; 'Darlene Betancourt'; norma.silva@da.co.hidalgo.tx.us  
**Subject:** FW: Quote 012212DB-1 - 40 Maintenance Hours  
**Importance:** High

Ms. Josie:  
Have you responded?  
Marty

**From:** Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]  
**Sent:** Thursday, February 02, 2012 1:12 PM  
**To:** 'josephine.ramirez@da.co.hidalgo.tx.us'  
**Cc:** 'norma.silva@co.hidalgo.tx.us'; 'Matilde Faz'  
**Subject:** RE: Quote 012212DB-1 - 40 Maintenance Hours  
**Importance:** High

Yes, this vendor has an awarded contract under the Department of Information Resources (DIR). In turn, the vendor has issued this SOW for the services we are requesting. We further has verified that the pricing is in accordance with DIR contract. The vendor requires the signature thus acceptance the SOW.  
Marty

**From:** Josephine L. Ramirez [mailto:josephine.ramirez@da.co.hidalgo.tx.us]  
**Sent:** Thursday, February 02, 2012 11:48 AM  
**To:** 'Martha Salazar'  
**Cc:** norma.silva@co.hidalgo.tx.us; 'Matilde Faz'  
**Subject:** RE: Quote 012212DB-1 - 40 Maintenance Hours

Am I reading this right? This vendor already has an agreement in place with the state and our agreement is subject to those terms and conditions?

**Josephine Ramirez Solis**  
*Assistant Criminal District Attorney*  
County Affairs Section  
**Office of Criminal District Attorney**  
Hidalgo County, Texas  
100 N Closner Rm 303  
Edinburg, TX 78539  
(956) 318-2313 ext. 3823  
(956) 318-2079 FAX  
[josephine.ramirez@da.co.hidalgo.tx.us](mailto:josephine.ramirez@da.co.hidalgo.tx.us)

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\*\*\*\*\*

**From:** Martha Salazar [mailto:martha.salazar@co.hidalgo.tx.us]  
**Sent:** Thursday, February 02, 2012 11:40 AM  
**To:** josephine.ramirez@da.co.hidalgo.tx.us  
**Cc:** norma.silva@co.hidalgo.tx.us; 'Matilde Faz'  
**Subject:** FW: Quote 012212DB-1 - 40 Maintenance Hours  
**Importance:** High

Ms. Josephine:  
Please review and comment as to form.  
Marty

**From:** Matilde Faz [mailto:matilde.faz@co.hidalgo.tx.us]  
**Sent:** Thursday, February 02, 2012 11:32 AM  
**To:** 'Martha Salazar'  
**Cc:** 'Darlene Betancourt'  
**Subject:** FW: Quote 012212DB-1 - 40 Maintenance Hours