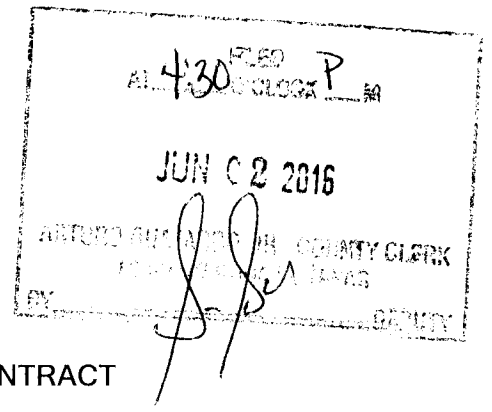


STATE OF TEXAS §
 §
COUNTY OF HIDALGO §



**SECOND AMENDMENT TO SERVICE CONTRACT
(E-15-201-05-19)**

This AMENDMENT to Service Contract for “Off Premises Record Storage-Pick-up Retrieval-Delivery” (on an as needed basis) is made this 10th day of May, 2016 by and between Hidalgo County Texas (“County”) and CTC Distributing, LTD. (“Company”).

WHEREAS, the Contract was amended effective the 16th day of February, 2016 to clarify certain provisions of the Contract.

WHEREAS, the County now requires further amendment to Contract to amend Exhibit B-1 (Bid Page) to reflect the unit price per box (per month), irrespective of the number of boxes stored by company.

WHEREAS, the parties desire to amend the Contract as hereinafter provided.

NOW THEREFORE, for and in consideration of the terms and provisions set forth herein, for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, County and Company hereby agree to the following amendment to the Contract:

1. Exhibit Amended B-1 is deleted in its entirety and Exhibit B1- attached hereto is substituted in lieu thereof.
2. Except as modified herein, all terms and conditions of the Contract, as amended, remain in full force and effect and Company and County ratify and confirm the terms and provisions of the Contract as amended.

EXECUTED IN DUPLICATE ORIGINALS and effective as of the day and year first written above.

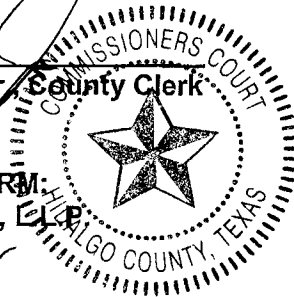
CTC DISTRIBUTING LTD.
By: [Signature]
Brian Kelly Madden

HIDALGO COUNTY, TEXAS

By: [Signature]
Ramon Garcia, County Judge

ATTEST:

By: [Signature]
Arturo Guajardo, Jr. County Clerk



NOTARIAL PUBLIC
COMMISSION EXPIRES
8/10/16

APPROVED AS TO FORM:
Atlas, Hall & Rodriguez, LLP
By: [Signature]
Stephen L. Crain, Attorney

CTC Distributing, LTD. – 2nd Amendment to Service Contract – E-15-201-05-19

MODIFIED AMENDED

EXHIBIT "B-1"

BID PAGE

"OFF PREMISES STORAGE, RECORDS MANAGEMENT,
PICK UP, RETRIEVAL & DELIVERY SERVICES" for
HIDALGO COUNTY (All Funding Sources)

Specification(s) for Storage Boxes: Legal Size: 24½ Length x 15½ Width x 11 Height

PRICE FOR STORAGE OF APPROXIMATELY 172 (SUBJECT TO INCREASE/DECREASE) LEGAL
SIZE CURRENT AND FUTURE RECORDS INVENTORY HUMAN RESOURCE DEPARTMENT

UNIT PRICE \$ 1.00

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

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

CTC Distributing Ltd
 Edinburg, TX United States

Certificate Number:
 2016-45420

Date Filed:
 04/26/2016

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

Hidalgo County Sheriff's Office

Date Acknowledged:
 04/26/2016

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.

C-15-201-05-19
 Document Storage

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

 Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office.

 Signature of officer administering oath

 Printed name of officer administering oath

 Title of officer administering oath

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

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
CTC Distributing Ltd
Edinburg, TX United States

Certificate Number:
2016-45420

Date Filed:
04/26/2016

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Hidalgo County Sheriff's Office

Date Acknowledged:

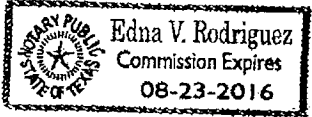
3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods or other property to be provided under the contract.
C-15-201-05-19
Document Storage

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



[Handwritten Signature]

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Brian Kelly Madden, this the 26th day of April, 2016, to certify which, witness my hand and seal of office.

[Handwritten Signature]

Signature of officer administering oath Brian Kelly Madden Vice President
Printed name of officer administering oath Title of officer administering oath

APPROVED

AI-54357

Purchasing Department
10. FF.

CC CONSENT

Meeting Date: 05/10/2016

Submitted: Marty Salazar, PURCHASING DEPT.

For:

Submitted: Yolanda Velasquez, PURCHASING DEPT.

By:

Department: PURCHASING DEPT.

Information

CAPTION 

Presentation for acceptance and approval of "Second Amendment" to current Service Contract #E-15-201-05-19 between Hidalgo County and CTC Distributing Ltd. for "Off Premises Record Storage-Pick-up Retrieval-Delivery" to amend and replace Exhibit B-1 to reflect the unit price per box (per month), irrespective of the number of boxes stored by company for Human Resources Department.

BACKGROUND

Fiscal Impact

FISCAL YEAR:	2016	ACCT. #:	6-1100-415-50-190-002-0-350
FUNDS AVAILABLE Y/N?:	Y	MATCHING FUNDS Y/N?:	N

BUDGETARY IMPACT:

Funds available as of 05/05/16 via PO#739319.

Attachments

[Amendment-2.pdf](#)

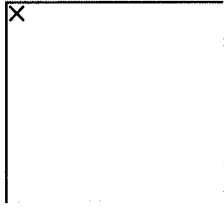
[Legals Approval](#)

[Form-1295-filed-acknowledge.pdf](#)

Form Review

Inbox	Reviewed By	Date
Purchasing Department	Marty Salazar	04/29/2016 03:28 PM
Budget & Management	Veronica Ortiz	05/02/2016 10:27 AM
Final Approval	Monica Badillo	05/06/2016 05:42 PM

May 10, 2016



**AGENDA
CC REGULAR CONSENT
COMMISSIONERS' COURT
May 10, 2016
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 Court 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.

On motion by COMMISSIONER PCT. 1, A.C. CUELLAR, JR., seconded by COMMISSIONER PCT. 2, EDUARDO "EDDIE" CANTU the Court made a UNANIMOUS vote of approval without Items.2.X., 2.CC., 8.A., 10.B.3., 10.O., 10.DD. to be pulled for discussion.

Vote: 5 - 0 - Unanimously

1. AI-54555 **Approval of check register and payment of claims and bills -**
(Payments from Juvenile Probation, Adult Probation, LEOSE Fund, DA Motor Vehicle Theft Fund, DA Check Fraud Fund, DA Forfeiture Fund, Sheriff Forfeiture Funds, Constable Forfeiture Funds, HIDTA Forfeiture Funds and VIT Interest Fund are presented for recording purposes only.)

2. **2016 Intradepartmental transfers:**
 - A. AI-54527 2016 - Human Resources (1100)
 - B. AI-54528 2016 - Pct. 1 Road Maint. (1200)
 - C. AI-54529 2016 - Pct. 1 Parks (1100)
 - D. AI-54508 2016 - Pct. 3 Rd. Maint. (1200)

- A. AI-54436 Self-Insured (2202)
Requesting approval of reimbursement of the Hidalgo County Workers' Comp. Claims paying account for claims paid by Tristar Risk Management for the period of April 16-30, 2016 in the amount of \$47,595.54 and requesting approval of wire transfer.
- B. AI-54151 1. Approval of reimbursement in the amount of \$889,403.09 to Blue Cross Blue Shield Insurance Company for claims paid on behalf of Hidalgo County from 04/09/16 to 04/22/16.

04/09-15/16	\$411,197.61
04/16-22/16	\$478,205.48
TOTAL	\$889,403.09

2. Approval of wire transfer to cover claims paid.

10.



Purchasing Dept:

Notes:

A. FOR ANY CONTRACTS(S) AWARDED AND APPROVED UNDER THIS AGENDA, EXECUTED COPIES OF THE CONTRACT(S) WILL BE AVAILABLE ON THE COUNTY INTRA-NET WEBSITE AND WILL BE FOWARDED VIA E-MAIL, FAX OR HAND DELIVERED TO HIDALGO COUNTY AUDITOR'S OFFICE.

B. ANY AND ALL REQUESTS FOR PAYMENT(S) APPROVED WILL BE SUBJECT TO COUNTY AUDITORS PROCESSING PROCEDURES INCLUDING AUTHORITY FOR COUNTY TREASURER TO ISSUE PAYMENT(S)/CHECK(S).

- A. AI-54539 Pct. #4 - Project Invoices:
 1. Request for payment of Invoice 11325593 for \$15,371.60 submitted by L & G Consulting Engineers Inc. for the Overpass at SH 107 Schunior (PO#735290).
 2. Request for payment of Invoice 11325638 for \$3,550.00 submitted by L & G Consulting Engineers Inc. for the 10th Street Extension Poject WA#2 (PO#700265).
 3. Request for payment of Invoice 11325596 for \$107,787.00 submitted by L & G Consulting Engineers Inc. for the FM 2220 (Ware Road) Project WA#2-Limits: Mile 3 to Mile 5 (PO#736559).
 4. Request for payment of Invoice 11325636 for \$37,456.00 submitted by L & G Consulting Engineers Inc. for the Mile 5 Project WA#1 From: Taylor Rd to FM 2220 (PO#740893).
 5. Request for payment of Invoice 11325610 for \$37,310.00 submitted by L & G Consulting Engineers Inc. for the FM 1925 WA#1 1,000 Ft. W of FM 2220 to 10th (PO#7397601).

May 10, 2016

EE. AI-54390 Acceptance and approval of the continuation of the "Retail Fuel Card Services-Contract #946-C1" with the renewal term by the Council on Competitive Government Cooperative [CCG] with and thru the State of Texas Comptroller's Office-Texas Procurement and Support Services [TPASS] exercising its option of renewing final year [on web page] with contracted vendor "U.S. Bank National Association" with ending date of renewal services through April 30, 2017 thus allowing the County continuing the use of the retail fuel card services for emergency situations and/or travel outside the County.

FF. AI-54357 Presentation for acceptance and approval of "Second Amendment" to current Service Contract #E-15-201-05-19 between Hidalgo County and CTC Distributing Ltd. for "Off Premises Record Storage-Pick-up Retrieval-Delivery" to amend and replace Exhibit B-1 to reflect the unit price per box (per month), irrespective of the number of boxes stored by company for Human Resources Department.

APPROVED

GG. AI-54315 Constable Pct. #4:
Requesting approval for the destruction of salvaged departmental uniforms in the interest of safety and security against possible misuse of said items, since they contain department logo.

HH. AI-54266 Human Resource Department is requesting to surplus (for the purpose of destruction) software currently installed in a surplus computer. Software has since been considered obsolete and is of no use to the department.

- 1) Asset Tag No. 42000 Description: PaperFlow Plus Software
- 2) Asset Tag No. 42001 Description: HR Base Application

Fwd: SECOND-AMENDMENT- CTC Distributing Amendment

✓ BAS

From : Martha Salazar
<martha.salazar@co.hidalgo.tx.us>

Tue, Apr 26, 2016 09:51 AM

Subject : Fwd: SECOND-AMENDMENT- CTC
Distributing Amendment

To : YOLANDA VELASQUEZ
<yolanda.velasquez@co.hidalgo.tx.us>

✓ ----- Forwarded Message -----
From: "Steve Crain" <scrain@atlashall.com>
To: "Martha Salazar" <martha.salazar@co.hidalgo.tx.us>
Sent: Tuesday, April 26, 2016 7:47:43 AM
Subject: RE: SECOND-AMENDMENT- CTC Distributing Amendment

The revised amendment is fine. ✓

-----Original Message-----
From: Martha Salazar
[mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Monday, April 25, 2016 4:39 PM
To: Steve Crain <scrain@atlashall.com>
Cc: YOLANDA VELASQUEZ <yolanda.velasquez@co.hidalgo.tx.us>
Subject: Fwd: SECOND-AMENDMENT- CTC Distributing Amendment

Mr. Crain:
Additional changes completed. Please review and comment as
to form.
Thanks,
Marty S.

----- Forwarded Message -----
From: "Yolanda Velasquez"
<yolanda.velasquez@co.hidalgo.tx.us>
To: "Martha Salazar" <martha.salazar@co.hidalgo.tx.us>
Sent: Monday, April 25, 2016 4:24:13 PM

Subject: SECOND-AMENDMENT- CTC Distributing Amendment

Made change as recommended.

Please see the attached with changes.

-----Original Message-----

From: Martha Salazar
[mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Monday, April 25, 2016 3:12 PM
To: Steve Crain
Subject: Fwd: CTC Distributing Amendment

Changes recommended have been completed.
Please review and comment as to form.
Marty

----- Forwarded Message -----

From: "Yolanda Velasquez"
<yolanda.velasquez@co.hidalgo.tx.us>
To: "Martha Salazar" <martha.salazar@co.hidalgo.tx.us>
Sent: Monday, April 25, 2016 2:58:16 PM
Subject: Fwd: CTC Distributing Amendment

Made change as recommended by legal. Please forward for
review as to form

Thanks

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Dept.
Tel: (956) 318-2626 ext. 4881
yolanda.velasquez@co.hidalgo.tx.us

----- Forwarded Message -----

From: "Stephen L. Crain" <scrain@atlashall.com>
To: "Yolanda Velasquez"
<yolanda.velasquez@co.hidalgo.tx.us>
Sent: Monday, April 25, 2016 2:10:37 PM
Subject: FW: CTC Distributing Amendment

-----Original Message-----

From: Stephen L. Crain [mailto:scrain@atlashall.com]
Sent: Monday, April 25, 2016 2:10 PM
To: 'Martha Salazar'
Subject: RE: CTC Distributing Amendment

Please refer to the attached with changes. If you have any questions, please call our office.

-----Original Message-----

From: Martha Salazar
[mailto:martha.salazar@co.hidalgo.tx.us]
Sent: Monday, April 25, 2016 11:54 AM
To: Steve Crain
Cc: YOLANDA VELASQUEZ; Rudy Salinas
Subject: Fwd: CTC Distributing Amendment

Mr. Crain:

HCCC approved an amendment to the contract for document storage in February of this year [see attached]. However, the quote from CTC was on a per box basis and not the amount of boxes ready for storage of 150. Thus additional documents need storing and the number of boxes has increased. Because the first amendment gave the figure of 150/month, new invoices showing 172 boxes is not being honored by Auditor. This second amendment is necessary to clarify the issue. The vendor's original quote for the amendment does confirm \$1.00 per box per month. Please review and comment on second draft amendment as to form.

Thanks,
Marty S.

----- Forwarded Message -----

From: "Yolanda Velasquez"
<yolanda.velasquez@co.hidalgo.tx.us>
To: "Martha Salazar" <martha.salazar@co.hidalgo.tx.us>
Cc: "Rudy Salinas" <rudy.salinas1@co.hidalgo.tx.us>
Sent: Monday, April 25, 2016 11:48:58 AM
Subject: Fwd: CTC Distributing Amendment