

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

CONTRACT FOR CONSULTING SERVICES

C-18-190-08-14

THIS AGREEMENT is made on the 14th day of August, 2018 by and between **THE COUNTY OF HIDALGO, TEXAS**, a political subdivision of the State of Texas (hereinafter “County”) and Judith L. Branham (“Consultant”) to serve at the pleasure of the Hidalgo County Commissioner’s Court.

WITNESSETH:

WHEREAS, County desires to contract with Consultant to provide the services necessary to the County of Hidalgo that are more specifically set forth hereinafter; and

WHEREAS, Consultant has agreed to provide the services enumerated hereinafter to Hidalgo County Commissioner’s Court, **pursuant to Article 262.024 Texas Local Government Code.**

NOW, THEREFORE, for the mutual consideration expressed hereinafter, County and Consultant agree as follows:

1. Consultant agrees to provide the County Consulting Services for implementation activities in creating a “Domestic Relations Office” (DRO) within Hidalgo County, pursuant to Chapter 203 of the Texas Family Code.
2. Consultant will report any problems or recommended changes in the implementation activities performed to the County of Hidalgo, with a copy to the Hidalgo County District Clerks Office.

3. The term of this Contract will be effective **10th day of September, 2018** and the execution of agreement by all parties and issuance of a Purchase Order (PO) for a period not to exceed one (1) year. The Contract may be extended for two additional thirty (30) day terms at the sole discretion of the County under the same rates, terms and conditions.

4. As a condition of this Contract, Consultant represents and warrants to County that the Consultant shall be the only and sole person personally providing the Services, and Consultant shall hold and maintain throughout the term of this Contract all Certifications, licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. As consideration for services of Consultant described herein, County agrees to pay Consultant the sum of a minimum (not to exceed) \$ 48.00 per hour, as provided in Exhibit "B" (attached hereto). Consultant will adhere to Hidalgo County's approved Travel Policies and Procedures including all travel, meals, hotel etc., to be reimbursed at a rate equivalent to the State of Texas rate payable against written invoice and documentation of expenses submitted by Consultant.

6. County and Consultant agree that either Party may terminate this Contract at any time for any reason upon giving of thirty (30) days prior written notice to the other party.

7. Consultant agrees to provide insurance covering activities in providing the service for County and Services and naming County as an additional insured (with coverage in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Notice. Except as may be otherwise specifically provided in this Contract, all

notices, demands, requests or communications required or permitted hereunder shall be in writing and shall be either (i) personally against a written receipt, or (ii) sent by registered or certified mail, return receipt requested, postage prepaid and addressed to the parties at the addressed set forth below, or at such other addressed as may have been theretofore specified by written notice delivered in accordance herewith.

If to County: **The County of Hidalgo**
 Attn: County Judge
 100 E. Cano St., 2nd Floor
 Edinburg, Texas 78539

Copy to: **Hidalgo County District Clerks Office**
 Attn: Laura Hinojosa, District Clerk
 P.O. Box 87
 Edinburg, Texas 78539

If to Consultant: **Judith L. Branham**
 32 Pebblebrook Lane
 Wimberley, Texas 78676

Each notice, demand, request or communication which shall be delivered or mailed in the manner described above shall be deemed sufficiently given for all purposes at such time as it is personally delivered to the addressee or, if mailed, at such time as it is deposited in the United States mail.

9. Conflict with Applicable Law. Nothing in this Contract shall be construed so as to require the commission of any contrary to law, and whenever this is any conflict between any provision of this Contract and any present or future law, ordinance or administrative, executive or judicial regulation, order or decree, or amendment hereof, contrary to which the parties have no legal right to contract, the latter shall prevail, but in such event the affected provision or provisions of this Contract shall be modified only to the extent necessary to bring them within the legal requirements and only during the time such conflict exists.

10. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship that County has no supervision of the performance of the Services provided by Consultant, and that Consultant is an independent contractor under this Contract.

11. No Waiver. No waiver by County of any breach of any provision of this Contract shall be deemed to be a waiver of any preceding or succeeding breach of the same or any other provision hereof.

12. Entire Agreement. This Contract contains the entire Contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representations or agreements in connection with this Contract not specifically set forth herein. This Contract may be modified or amended only by agreement in writing executed by County and Consultant and not otherwise.

13. Texas Law to Apply. This Agreement shall be construed under and in accordance with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Hidalgo County, Texas. The parties hereby consent to personal jurisdiction in Hidalgo County, Texas.

14. Additional Documents. The parties hereto covenant and agree that they will execute such other further instruments and documents as are or may become necessary or convenient to effectuate and carry out the terms of this Contract.

15. Successors. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Contract.

16. Assignment. This Agreement shall not be assignable; provided, however, that Consultant may assign its right to receive payments hereunder for the purpose of obtaining financing so long as Consultant is not excused from and/or does not delegate duties hereunder.

17. Headings. The headings and captions contained in this Contract are solely for convenient reference and shall not be deemed to affect the meaning or interpretation of any provision or paragraph hereof.

18. Gender and Number. All pronouns used in this Contract shall include the other gender, whether used in the masculine, feminine or neuter gender, and the singular shall include the plural whenever and as often as may be appropriate.

19. Authority to Execute. The execution and performance of this Contract by County and Consultant have been duly authorized by all necessary laws, resolutions or corporate action, and this Contract constitutes a valid and enforceable obligation of County and Consultant in accordance with its terms.

20. Ethical Provision. It is understood that the employee of County or individuals acting as agents for County are not authorized to receive any type of personal payment, reimbursement, compensation, commission, gift or gratuity for services provided under this Contract. Consultant warrants that no employee or agent of the County has been retained to solicit or secure this Contract and that Consultant has not paid or agreed to pay any employee of County any fee, commission, percentage brokerage fee, gift or any other consideration contingent upon the making of this Contract, or as an inducement for entering into this Contract. The unauthorized offering or receipt of such payments may result in the immediate termination of this Contract.

21. Commitment of Current Revenues Only. In the event that, during any term hereof,

the Commissioners Court does not appropriate sufficient funds to meet the obligations of the County under this Agreement, County may terminate this Agreement upon ninety (90) days written notice to Consultant. County agrees however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of County.

22. Indemnity and Hold Harmless. Consultant agrees to indemnify and hold County harmless from any loss, costs, liabilities or damages which are incurred by County which are primarily attributable to the acts or omissions of Consultant or the acts or omissions of Consultant employees, agents or other representatives, including the violation of any law or regulation related to Consultant's duties under this Agreement.

To the extent permitted by applicable law, County agrees to indemnify and hold Consultant harmless from any loss, costs, liabilities or damages which are incurred by Consultant which are primarily attributable to the acts or omissions of County of the acts or omissions of County employees, agents or other representatives, including the violation of any law or regulation related to County's duties under this Agreement.

23. Immunities. Nothing in this Agreement is intended to and County does not hereby waive, release or relinquish any right to assert any of the defenses County enjoys by virtue of the stated or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to County as to any claim or action of any person, entity, or individual against County.

24. Nondiscrimination. Consultant, including subcontractors, assignees and successors in interest, ensures that no person shall on the grounds of race, religion, color, national origin, sex,

age, or disability, or any other protected class under law, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation in any federally or non-federally funded program or activity when providing any services described herein under this contract/agreement.

25. Appendix II to CFR 200-Contract Provisions. Pursuant to 2 CFR 200.236, a non-federal entity's contracts must contain the applicable provisions described in appendix II to 2 CFR 200-Contract Provisions for non-Federal Entity Contracts under Federal Awards. Therefore, if applicable, the provisions of Appendix II to 2 CFR 200 are attached and incorporated by reference into this County contract should it be subject to Federal award.

EXECUTED and effective as of the _____ day and _____, 2018 first written above.

COUNTY OF HIDALGO, TEXAS

By: Ramon Garcia
Ramon Garcia, County Judge

ATTEST:

Arturo Guajardo
Arturo Guajardo, County Clerk



Approved by Commissioners' Court
on 8/14/18 BHS

CONSULTANT:

By: _____
Printed Name: _____
Title: _____
Date: _____

APPROVED AS TO FORM:
Hidalgo County Criminal District Attorney's Office
Ricardo Rodriguez, Jr.

By: Victor M. Garza
Victor M. Garza, Assistant District Attorney

APPROVED BY COMMISSIONERS COURT: _____

EXHIBIT “A”

“SCOPE OF SERVICES”

Provide assistance and recommendations to complete the following implementation activities for creating a “Domestic Relations Office” (DRO) within Hidalgo County as per Chapter 203 of the Texas Family Code.

1. Determine the desirable service to initially be provided to the Public and Courts
2. Recommend appropriate staffing to provide the services.
3. Assist in the hiring process.
4. Identify automated system changes/process to accurately track DRO cases and activities
5. Develop processes and procedures for completing services
6. Attend meetings, training or seminars as required
7. Research legislation that authorized the creation of a DRO.
8. Propose a fee structure for submittal to Commissioner's Court
9. Identify software/hardware needs
10. Recommend information to be tracked in a management report to ensure effectiveness of activities
11. Assist with the coordination of the 2019 TADRO Conference
12. Other duties as identified to establish the DRO
13. Administrative duties

EXHIBIT "B"

FEE SCHEDULE

Fee amount	
	Hourly
Flat rate	48.00 per hour
Travel	To be reimbursed in accordance with Hidalgo County Travel Policy

ESTIMATED SCHEDULE OF HOURS

Week	Determine Srvs	Propose Fee	Staffing	Hiring	Software-Hardware	Software Tracking	Procedure	Mgmt Report	TADRO	Adm.	Travel	Other	Est. Total Hours
1	20	10	5							.5	4.5		40
2	20	10	5							.5	4.5		40
3					20	10				.5	4.5		35
4-8	10			5	10		5			.5			30.5
9-16				3	3	14	10	5	5	.5	2	5	38.5
17-25				1		5	30			.5	2	1.5	40

EXHIBIT "C"
INSURANCE DOCUMENTATION

Judy L. Branham
32 Pebblebrook Lane
Wimberley, TX 78676
(512) 294-1469

SUMMARY OF QUALIFICATIONS

Proficiency in Public Speaking
Creative Problem Solver and Critical Thinker
Extensive Supervisory Experience
Program Development and Systems Enhancement Skills

RELEVANT EXPERIENCE

Communication

- Drafted and delivered speeches to public officials, including annual updates to Commissioner's Court
- Prepared and disseminated a wide variety of informational material
- Marketed cooperative agreement opportunities to county governments, including making presentations to elected officials
- Negotiated the terms of cooperative agreements
- Coordinated Division activities with other Departments
- Trained State and County staff on performance requirements
- Facilitated meetings between multiple partners, such as the County Advisory Workgroup and the Texas Child Support Enforcement Program

Project Management

- Analyzed the impact of complex written material, such as the Welfare Reform Bill, on county child support operations
- Lead the conversion team responsible for transferring county child support case data to the centralized State Disbursement Unit
- Served as liaison to Texas counties, providing consultation, coordination and facilitation of all county initiatives
- Advised the state as well as county governments on needed changes in operations and automated systems
- Managed contractors and approved system development projects
- Developed and implemented programs in compliance with legislative mandates
- Lead stakeholder meetings to provide updates on progress and issues
- Developed tracking systems and procedures to accurately account for project activities

Management

- Executive Director of the El Paso County Domestic Relations Office (DRO)
- Directed the day to day operations of the Dallas County Child Support DRO and the Travis County Legal Enforcement DRO
- Directed the day to day operations of various State Office Child Support Divisions, primarily in the areas of collection and distribution of funds and liaison to Texas County Governments
- Independently managed professional, technical and administrative staff
- Prepared budget requests and participated in long range planning
- Evaluated services and offered recommendations for staff and resource allocations to Commissioner's Court
- Created and monitored implementation plans including the development of a County Child Support Enforcement Office, utilizing the Texas Child Support Enforcement System (TXCSES)

WORK HISTORY

El Paso County Domestic Relations Office <i>Executive Director</i>	El Paso, TX	October 2014-October 2017
Travis County Juvenile Probation Dept <i>Legal Services Manager DRO</i>	Austin, TX	March 2009-August 2013
Dallas County Domestic Relations Office <i>Office Manager</i>	Dallas, TX	October 2005-August 2008
Office of the Attorney General <i>Director of Programs</i>	Austin, TX	August 2000 – April 2004
Child Support Enforcement, Inc. <i>Manager</i>	Austin, TX	June 1998 – January 1999
Office of the Attorney General <i>Director of Programs</i> <i>Program Administrator</i> <i>Program Specialist</i> <i>Administrative Technician</i>	Austin, TX	May 1983 – May 1998
Texas Department of Human Services <i>Administrative Technician</i>	Austin, TX	June 1978 – April 1983

EDUCATION

Bachelors of Arts in Organizational Communication

Graduated Summa cum Laude 2006, St. Edwards University, Austin, Texas

**PROJECT REQUIREMENTS
ACKNOWLEDGMENT**

This is to certify that I, JUDITH ERWIN BRANHAM, possess all of the APPLICABLE:

- 1. Licenses: DRIVERS TX 06514056
- 2. Bond (if applicable) _____
- 3. Certificates: _____
- 4. Permits: _____
- 5. Other: STATE AND COUNTY EMPLOYMENT EXPERIENCE TO
SUFFICIENTLY ADDRESS THE CONTRACT REQUIREMENTS.
SEE ATTACHED RESUME.

necessary to carry out the required project. Furthermore, I am providing copies of the required documentation so that, if my company is awarded this bid, I may be eligible to enter into a contract with Hidalgo County and proceed to complete the project in a timely manner.

* Any licenses, bonds (if applicable), certificates, permits, etc. which are required must be presented as part of the bid packet in order to expedite the bid evaluation process.

Judith Branham
Authorized Signature

7/19/18
Date

Company
32 Pebblebrook Ln.
Address
Wimberley, TX 78676.
City, State, Zip

THIS FORM MUST ACCOMPANY BID PACKET

EXHIBIT “B”

FEE SCHEDULE

Fee amount	
	Hourly
Flat rate	48.00 per hour
Travel	To be reimburse in accordance with Hidalgo County Travel Policy

ESTIMATED SCHEDULE OF HOURS													
Week	Determine Srvs	Propose Fee	Staffing	Hiring	Software-Hardware	Software Tracking	Procedure	Mgmt Report	TADRO	Adm.	Travel	Other	Est. Total Hours
1	20	10	5							.5	4.5		40
2	20	10	5							.5	4.5		40
3					20	10				.5	4.5		35
4-8	10			5	10		5			.5			30.5
9-16				3	3	14	10	5	5	.5	2	5	38.5
17-25				1		5	30			.5	2	1.5	40

EXHIBIT "C"
INSURANCE DOCUMENTATION

EXHIBIT "C"
INSURANCE DOCUMENTATION



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/27/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ted H Heaton III State Farm Insurance Company 3933 Steck Ave, Ste B-111 Austin, TX 78759	CONTACT NAME: Alex Umstead PHONE (A/C, No, Ext): 512.615.5131 E-MAIL ADDRESS: alex@tedheaton.com FAX (A/C, No): 512.343.9342																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A : State Farm Lloyds</td> <td></td> <td>43419</td> </tr> <tr> <td>INSURER B : State Farm Mutual Automobile Insurance Company</td> <td></td> <td>25178</td> </tr> <tr> <td>INSURER C :</td> <td></td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A : State Farm Lloyds		43419	INSURER B : State Farm Mutual Automobile Insurance Company		25178	INSURER C :			INSURER D :			INSURER E :			INSURER F :	
INSURER(S) AFFORDING COVERAGE		NAIC #																			
INSURER A : State Farm Lloyds		43419																			
INSURER B : State Farm Mutual Automobile Insurance Company		25178																			
INSURER C :																					
INSURER D :																					
INSURER E :																					
INSURER F :																					
INSURED Judith Branham 32 Pebblebrook Ln Wimberley TX, 786762711																					

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
------------------	----------------------------	-------------------------

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		90-EM-M419-5	07/30/2018	07/30/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Building Coverage \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			035 6682-F25-53N	12/25/2011	12/25/2018	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 500,000 BODILY INJURY (Per accident) \$ 500,000 PROPERTY DAMAGE (Per accident) \$ 500,000 \$ EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
County of Hidalgo shall be named as additional insured on General Liability policy

CERTIFICATE HOLDER Hidalgo County Attn Purchasing Department 2812 S Highway Bus 281 Edinburg, Texas 78539	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

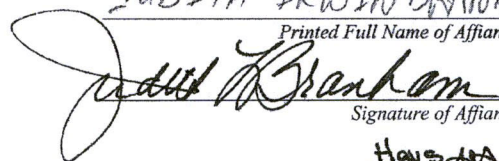
Affidavit of Sole Proprietorship

The undersigned affiant, JUDITH IRWIN BRANHAM, states he/she is a sole proprietor, doing business as, N/A, located at 32 PEBBLEBROOK LN, WIMBERLEY, TX 78676, and conducting business with the County of Hidalgo in the State of Texas.

Affiant will provide services for County of Hidalgo under a purchase order which will be issued upon approval by the Hidalgo County Purchasing Department.

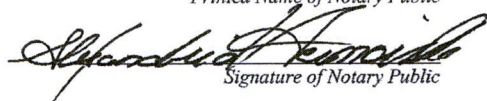
Affiant further states that he/she has no employees and does not anticipate employing any while conducting business with the County of Hidalgo. In the event Affiant does employ any staff during the performance of work under any contract or agreement with Hidalgo County, Affiant must immediately notify Hidalgo County and obtain the appropriate Workers' Compensation insurance to remain compliant with the applicable statutory requirements. Furthermore, Affiant acknowledges that failure to do so will result in cancellation of the purchase order, and/or risk non-payment.

Affiant swears and affirms that the statements above are true and correct and are within the personal knowledge of Affiant.

JUDITH IRWIN BRANHAM
Printed Full Name of Affiant

Signature of Affiant

SUBSCRIBED AND SWORN before me, a Notary Public, in and for the County of ^{Hays}Hidalgo in the State of Texas this the 20th day of July, 2018, to certify which, witness my hand and seal of office.



Alexandria Hermosillo
Printed Name of Notary Public

Signature of Notary Public

AFFIX NOTARY STAMP / SEAL ABOVE

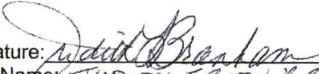
My Commission expires on 12/28/2019.

CONFLICT OF INTEREST QUESTIONNAIRE		FORM CIQ
For vendor doing business with local governmental entity		
<p>This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.</p> <p>This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).</p> <p>By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.</p> <p>A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.</p>	OFFICE USE ONLY	
	Date Received	
<p>1 Name of vendor who has a business relationship with local governmental entity.</p> <p style="text-align: center;"><u>JUDITH IRWIN BRANHAM</u></p>		
<p>2 <input type="checkbox"/> Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)</p>		
<p>3 Name of local government officer about whom the information is being disclosed.</p> <p style="text-align: center;"><u>N/A</u></p> <p style="text-align: center;">Name of Officer</p>		
<p>4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.</p> <p style="text-align: center;"><u>N/A</u></p> <p>A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?</p> <p style="text-align: center;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>		
<p>5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.</p> <p style="text-align: center;"><u>N/A</u></p>		
<p>6 <input type="checkbox"/> Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).</p>		
<p>7 <u>Judith Irwin Branham</u></p> <p style="text-align: center;">Signature of vendor doing business with the governmental entity</p>		<p><u>7/26/18</u></p> <p style="text-align: center;">Date</p>

**Certification
Regarding Debarment, Suspension and Ineligibility**

As is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 76, Government-wide Debarment and Suspension, the applicant certifies, to the best of his or her knowledge and belief, that both it and its principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
- b. Have not within a three-year period preceding this bid proposal and/or application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a government entity with commission of any of the offenses enumerated herein; and
- d. Have not within a three-year period preceding this bid proposal and/or application had one or more public transactions terminated for cause or default.

Signature: 
Print Name: JUDITH EWIN BRANHAM
Title: _____
Telephone Number: 512.294.1469
Date: 7/26/18

If the bidder is unable to certify to all of the statements in this Certification, such bidder should attach an explanation to this proposal.

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:
 2018-384803

Date Filed:
 07/26/2018

Date Acknowledged:
 07/26/2018

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

Judith Branham
 Wimberley, 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 Texas

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.

2018-190-00-00
 Consulting Services for Hidalgo County District Clerks

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 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)

Estimated Time Use for Consultant Services Contract
 Creation of the Hidalgo County Domestic Relations Office
 Judy Branham

Tasks/No of Hours Per Week

Week	Determine Svcs	Propose Fee	Staffing	Hiring	Software/Hardware	Software Tracking	Procedures	Mgmt Reports	TADRO	Admin	Travel	Other	Total
1	20	10	5						.5	4.5			40
2	20	10	5						.5	4.5			40
3					20	10			.5	4.5			35
4-8	10		5		10		5		.5				30.5
9-16			3	3		14	10	5	.5	2	.5		38.5
17-25			1			5	30		.5	2	1.5		40

B. AI-66092 WIC (1292):
Discussion, consideration, and approval to eliminate the indirect cost allocation rate for the grant fiscal year 2019, effective 10/01/18 through 9/30/19 for the FY 19 WIC Program.

C. AI-66027 Edward Byrne Memorial Justice Assistance Grant (JAG) 1282:
1. Authorization and approval to apply for the FY2018 Edward Byrne Memorial - Justice Assistance Grant (JAG) Program with the U.S. Department of Justice.
2. PublicHearing on the FY2018 Edward Byrne Memorial - Justice Assistance Grant Application/Strategies/Narrative. *Purchase of Tazers for law enforcement*
3. Discussion, consideration, review, and approval of the program Application/Strategies/Narrative for the grant. *Multi-year grant*
4. Authorization for County Judge to sign the required documentation.

D. AI-66015 WIC ADM (1292):
Approval to de-obligate a total of \$700,000 from WIC ADM.

E. AI-66016 Title IV-E Child Welfare Services (1100):
1. Approval of the Title IV-E Child Welfare Services Grant Budget (Contract #23941009) for October 1, 2018 - September 30, 2019.
2. Approval for County Judge to sign required documents.

23. Purchasing Department - Notes: *Tracy*
A. FOR ANY CONTRACT(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 FORWARDED 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).

Hidalgo County

1. AI-66139 A. Nomination of a minimum of three (3) firms from HC's approved Pool of Architectural Firms in connection with the design of Detention Barracks to be constructed/erected on site of the current Hidalgo County Law Enforcement Center & Adult Detention Facility;
Pct 1 - Gomez, Mendez Saens HDR/Mata-Garcia ~~intro?~~ Cejpac
Pct 2 - Warren Group Pct 3 - Warren Group Judge Warren, 4 plus Judge's nomination
B. Selection/Appointment of the Evaluation Committee to score and grade the nominated architect firms for the design project identified above and herein. *total 7*
Pct 1 - Mayor Saens Pct 3 - Sara Vella Judge Yolanda Chapa
Pct 2 - Mando Pct 4 - Pepe Caso Capt. Friedland Capt. Madrigal

2. AI-66136 Presentation by VMS Group [V. Guerra, M. Leo & S. Cruz] HCCC appointed owner's representatives, a joint recommendation for acceptance and approval of the proposal from Jacobs for the Commissioning Services in connection with the Construction of the New Hidalgo County Courthouse. *W/A or amendment needed for next wk.*

3. AI-65788 A. Requesting exemption from competitive bidding requirements, under TxLGC Chapter 262.024 (a)(4), a personal services; *- PRO - domestic relations office*
B. Acceptance of the proposed scope of services and fee schedule from Judith Branham with authority to enter into a personal services contract [drafted by Office of DA's, Civil

APPROVED

*Self to funding -
from collection
fees
bring back appropriation*

Litigation Division with final approval by same prior to execution] for Domestic Relations Office (DRO) for Hidalgo County District Clerks.

4. AI-65976 Presentation of the sole responsible vendor submitting the lowest and best bid [and meeting all specifications and requirements] for the purpose of the award of bid and approval of the contract to Colorado Sunrise Holdings dba TK Tactical Firearms for the project numbered and titled: RFB No.: 2018-137-07-25-HGO - "Purchase of Weapons". *ok*

5. AI-66042 Requesting approval of Work Authorization #2 in the amount of \$ 32,789.00 as submitted by Halff Associates, Inc. for "engineering services" to provide "Secure Parking for Jurors in Parking Lots L1 and L2", through the current (on call) agreement #C-18-142-05-08-Precinct 4. *installation of lift arms*

6. AI-65937 Approval and authorization for Hidalgo County to execute the Amendment to the Interlocal Cooperation Agreement between Hidalgo County and the Rio Grande Valley Communications Group for the purpose of increasing the subscription rates from \$10.00 per radio per month to \$11.00 per radio per month. *eff. Jan 1, 2019.*

B. Executive Office

1. AI-66050 Acceptance and approval of Supplemental No.1 to Work Authorization No.2 as submitted by HALFF & ASSOCIATES, INC. (project engineer) due to (Additional Services) required with an **increase** of \$ 66,330.00 to initial **WA2** in the amount of \$ 26, 250.00 totaling a "revised" total of: \$ 92,580.00 for ongoing project: Demolition of All Site Structures and Improvements at the Old County Jail located at (207 East Loeb Street, Edinburg, Texas), under (on call) agreement #C-17-142-05-16 for projects within Hidalgo County Precinct No. 4. *ok*

2. AI-66017 Presentation of responsible bidder submitting the lowest and best bid price as (recommended by project engineer Halff & Associates, Inc.) for the purpose of award and approval of Contract for the--"Demolition of All Site Structures and Improvements the Old County Jail Site located at (207 East Loeb Street, Edinburg, Texas) with J.R. (JOE) RAMON & SONS, INC., under RFB # 2018-183-07-25-LHS.

C. Pct. 1

1. AI-65850 A. Requesting approval of final negotiated Professional Services Agreement with L & G Engineering as it relates to Professional Engineering Services for Precinct No. 1 FM 1015 Mile 12 North Rd to SH 107 project as approved for negotiations by HCCC on July 17, 2018 AI # 65704 (R) subject to legal counsel's review as to form [Atlas, Hall & Rodriguez]. *ok*

B. Pursuant to HCCC approval of Professional Services Agreement with L & G Engineering requesting approval of Work Authorization No. 1 in the amount of \$1,250,200.00 as it relates to Professional Engineering Services for Precinct No. 1-FM 1015 Mile 12 North Rd to SH 107 project.

C. Pursuant to approval of Agreement with L & G Consulting Engineers (Article 14) C-18-196-08-14, a request for approval by engineer to permit the subcontracting of R.O.W. Surveying Services, LLC to provide surveying services for the Pct. No. 1-FM 1015 Mile 12 North Rd to SH 107 Project.