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www.co.hidalgo.tx.us/purchasing

TRANSMITTAL FORM

Today's Date: 09/07/2021 Department: 200 - Information Technology

Contract No.: REQ.439752 Effective Date: 09/07/2021

Description of Project: Lease of Network Switches and Installation Services for the New County Courthouse

Awarded Vendor: Key Government Finance, Inc

CC Approval on 09/07/2021 AI- 82267

Routing of documents:

- 1 1. Executive Office – Attn: Monica Salinas
- N/A 2. ~~District Attorney's Office – Attn: Amanda Austin~~
- 2 3. County Judge's Office – Attn: Richard F. Cortez
- 3 4. County Clerk's Office – Attn: Arturo Guajardo, Jr.
- 4 5. Purchasing Department – Attn: Jireh Lira Cabello ext. 4868

ATTENTION COUNTY CLERK'S OFFICE:

Please do not attach the following to the minutes of this agenda due to the confidential nature of the information contained herein:

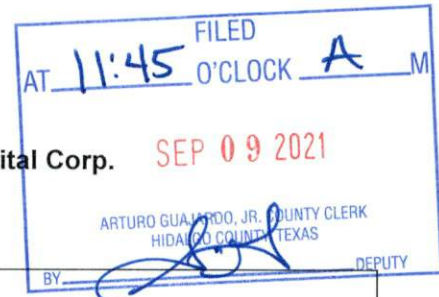
- Contract/Agreement
- Exhibit A – RFB Procurement Packet
- Exhibit B – Fee Schedule/Bid Page (Pgs. _____ to _____)
- Exhibit C – Certificate of Liability Insurance
- Other: _____

Key Government Finance



Key Government Finance, Inc. on behalf of Cisco Systems Capital Corp.

Essential Use Form



Customer Information

Borrower's legal name as shown on audited financials:		Hidalgo County					
Contact name:		Daniel Salinas					
Website to obtain 3 years of audited financials found at:		https://www.hidalgocounty.us/1288/Annual-Financial-Report					
Street Address	2818 S Business Hwy 281	City	Edinburg	State	Texas	Zip	78539
Phone Number	956-292-7010	Fax Number					
Email	daniel.salinas@co.hidalgo.tx.us	EIN (Required)		74-6000717			

Invoices to be sent to:

Contact name	Daniel Salinas		Department	Information Technology			
Street Address	100 E. Cano, 4 th Floor		City	Edinburg	State	Texas	Zip 78539
Phone Number	956-292-7010	Fax Number			Email	daniel.salinas@co.hidalgo.tx.us	
Special Instructions	Secondary Email Address: leo.gonzalez@co.hidalgo.tx.us						

Project Information

Equipment/Product/Software/Services Description (please refrain from using acronyms or part numbers):

Cisco network equipment including switches and interconnect peripherals.
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What is the purpose of this acquisition, what makes it essential & what benefits are expected (eg, cost savings, productivity, functionality, etc.)?

The equipment will be used to provide internet and phone connectivity in support of all the courts in our new multistory courthouse.
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Is this replacing equipment, expanding an existing system or completely brand new?	Replacement: <input type="checkbox"/> Expansion: <input type="checkbox"/> New: <input checked="" type="checkbox"/>
If replacement, what is the age of the equipment it is replacing?	If replacement or expansion, is the existing equipment paid off? Yes: <input type="checkbox"/> No: <input type="checkbox"/>

Are you self-insured for property damage?	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	Are you self-insured for liability?	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>
What is your current liability coverage limit?	\$1,000,000	Are you a member of a managed risk pool for insurance?	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>
Will Key Government Finance be listed as Loss Payee and Additional Insured on the insurance certificates?			Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>

Will any loan or grant proceeds be used as the dedicated source of repayment for this financing?	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	Have you ever defaulted, failed to pay or non-appropriated on a lease purchase, loan or bond?	Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>
For any payments due in your current FY, have those payments been formally appropriated?		Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
If no, or if your 1st payment is due in next fiscal year, has this been formally approved by board resolution?		Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	
Will payments be made from your General Fund?		Yes: <input checked="" type="checkbox"/> No: <input type="checkbox"/>	
If no, which fund & provide page in most recent audit where found?			

What is your population, enrollment or number of customers?	870,781	As of what date?	April 2020
What is your taxable assessed value?	38,974,275,695	As of what date?	January 2021

Submitted By (Name):	Ricardo Cortez	Title:	County Judge
Signature	<i>Ricardo Cortez</i>	Date:	9/7/21

- So that we may begin our credit review process, please scan and email this application, along with your equipment quote (bill of materials) to jason.m.hennings@key.com.
- Additionally, please email or mail the 3 most recent copies of your Audited Annual Financial Statements, plus a copy of this year's budget to: jason.m.hennings@key.com or Key Government Finance, Inc., Attn: Jason Hennings, 1000 S. McCaslin Blvd., Superior, CO 80027

APPROVED BY
COMMISSIONERS COURT
ON: 9/7/21 *me*