



# COMMISSIONERS COURT CONTRACT FORM

## CONTRACT SUMMARY

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**MARCH 1, 2021;**

**Rescind the court order of the Regular Meeting of January 11, 2021, Item No. 4-G from the Consent Agenda and approve and authorize the County Judge to sign the Agreement for the Release of Driver Records to Government Entities between the County of El Paso and the State of Texas Department of Public Safety. (Contract No. 2020-1007)**

**Melissa Carrillo PHR, Chief Human Resources Officer, Human Resources Department (915) 546-2218**

**JANUARY 11, 2021; Item 4-G**

**Approve and authorize the County Judge to sign the Agreement for the Release of Driver Records to Government Entities between the County of El Paso and the State of Texas Department of Public Safety. This agreement will replace the prior contract 2018-0177 as corrected. (Contract No. 2020-1007)**

**Melissa Carrillo PHR, Chief Human Resources Officer, Human Resources Department (915) 546-2218**

**MARCH 1, 2021; Item**

**Additional Background:**

**The County of El Paso, through the Human Resources Department, currently operates under a contract (2018-0177) with State of Texas Department of Public Safety (DPS) to obtain electronic driver history checks from the State of Texas Department of Public Safety. The driver history checks are part of routine new hire background checks and are part of annual checks on employees who drive on behalf of the County.**

**On January 11, 2021, the Commissioners Court approved an updated agreement (2020-1007) with the State of Texas DPS changing the designated points of contact and including the current County Judge's signature. After Commissioners Court approval of this agreement, Texas DPS informed the County that they had revised the format of the agreement and requested the County approve the latest version. Included within this latest agreement is a new 4-year contract term.**

**Staff will also be requesting for the Court to rescind the January 11, 2021 agreement approval and approve the latest version provided by the State of Texas.**

**The County Attorney's Office has conducted a legal review of the new contract between the County of El Paso and Texas DPS (Contract No. 2020-1007).**

**Fiscal Impact: N/A**

**Prior Court Action:**

**January 11, 2021, Agenda Item#4-G, Commissioners Court approved contract with Texas DPS. (2020-1007)**

**September 10, 2018, Agenda Item#3-M, Commissioners Court approved contract with Texas DPS. (2018-0177)**

**March 6, 2017, Agenda Item#3-D, Commissioners Court approved contract with Texas DPS. (2017-0080)**

**Recommendation:**

**Rescind the court order of the Regular Meeting of January 11, 2021, Item No. 4-G from the Consent Agenda and approve and authorize the County Judge to sign the Agreement for the Release of Driver Records to Government Entities between the County of El Paso and the State of Texas Department of Public Safety. (Contract No. 2020-1007)**

**JANUARY 11, 2021; Item 4-G**

**Background:**

**The County of El Paso through the Human Resources Department currently operates under a contract (2018-0177) with State of Texas Department of Public Safety (DPS) to obtain electronic driver history checks from the State of Texas Department of Public Safety. The driver history checks are part of routine new hire background checks and are part of annual checks on employees who drive on behalf of the County.**

**Texas DPS authorized the Contract Administrator and Assistant Contract Administrator authority to obtain electronic driver history checks from their agency through the previous agreement.**

**The purpose of this agreement is to change the designated points of contacts from an Contract Administrator and Assistant Contract Administrator to the Assistant Contract Administrator, Deputy Human Resources Officer and HR Manager. The contract is also requiring the current County Judge's signature.**

**The term of this contract is for 3 years and will replace contract 2018-0177. All other terms and conditions of the Agreement will continue unchanged and in full force and effect.**

**Fiscal Impact: N/A**

**Recommendation: Approve and authorize the County Judge to sign the Agreement for the Release of Driver Records to Government Entities between the County of El Paso and the State of Texas Department of Public Safety. This agreement will replace the prior contract 2018-0177 as corrected. (Contract No. 2020-1007)**

**Prior Action:**

**September 10, 2018, Agenda Item#3-M, Commissioners Court approved contract with Texas DPS. (2018-0177)**

**March 6, 2017, Agenda Item#3-D, Commissioners Court approved contract with Texas DPS.  
(2017-0080)**

## **BASIC CONTRACT DETAILS**

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**CONTRACT NO.:** 2020-1007

**CONTRACT TITLE:** Release of Driver Records to Governmental Entities / Interactive System Agreement / Yr 2021-2023

**SECOND PARTY:** State of Texas, Department of Public Safety

**CONTRACT TYPE:** Interlocal Agreement

## **TERM AND BUDGET DETAILS**

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**TERM:** 4 Years

**EXTENSION OPTIONS:**

**EFFECTIVE DATE:** 1/1/2021

**MOD EFFECTIVE DATE (If Applicable):**

**EXPIRATION DATE:** 12/31/2024

**MOD EXPIRATION DATE (If Applicable):**

**EXTENSION DEADLINE DATE (If Applicable):**

**AMOUNT:** 0.00

**MOD AMOUNT (If Applicable):**

## **APPROVALS**

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### **COUNTY ATTORNEY APPROVAL**

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

**COUNTY ATTORNEY:** Evette Ugues

**LEGAL REVIEW:** Approved as to Form as Submitted

**LEGAL REVIEW NOTES (If Applicable):**

**DATE:** 3/1/2021

### **DIRECTOR/DEPARTMENT HEAD APPROVAL**

The undersigned hereby certifies that he/she has read the contract, understands and approves the contract terms and conditions and further certifies that the contract conforms to the bid specification, if any, and acknowledges that he/she is responsible for administering all terms and conditions.

**DIRECTOR/DEPARTMENT HEAD/DESIGNEE:** Melissa M. Carrillo (Human Resources)

**DEPARTMENT CONTACT:** Lorena Rodriguez

**DEPARTMENT:** Human Resources

**DATE:** 3/1/2021