

**MEMORANDUM OF AGREEMENT  
BETWEEN  
US ARMY GARRISON, FORT BLISS  
ON BEHALF OF THE DIRECTORATE OF HUMAN RESOURCES  
AND  
THE COUNTY OF EL PASO  
ON BEHALF OF THE EL PASO COUNTY DOMESTIC RELATIONS OFFICE  
FOR  
KIOSK PLACEMENT AT THE FORT BLISS WELCOME CENTER  
AGREEMENT NUMBER: IM-W583FE-25-011-MOA**

This is a new Memorandum of Agreement ("MOA") between the US Army Garrison, Fort Bliss ("Fort Bliss"), and the County of El Paso, a local governmental entity ("El Paso County"), on behalf of the El Paso County Domestic Relations Office ("DRO"), referred to collectively as the "Parties."

**1. REFERENCES/AUTHORITIES:**

1.1 Army Regulation 5-9 Installation Agreements.

1.2 Department of Defense Instruction (DoDI) 4000.19 Support Agreements

1.3 Anti-Deficiency Act, 31 U.S.C. 1341

**2. PURPOSE:** This agreement is entered into between Fort Bliss and El Paso County for the purpose of providing pertinent information to the Fort Bliss Military Community via an interactive kiosk to be located in Fort Bliss Welcome Center.

**3. RESPONSIBILTIES OF THE PARTIES:**

**3.1 Fort Bliss Directorate of Human Resources will:**

3.1.1 Facilitate the placement of the kiosk at the Fort Bliss Welcome Center, B505 Pershing Road, with the DRO liaison and throughout the term of this agreement.

3.1.2 Facilitate access to electrical hookup and identify a high-visibility location for the interactive kiosk.

3.1.3 Report any power outages or equipment failure to the DRO point of contact.

**3.2 El Paso County Domestic Relations Office will:**

3.2.1 Provide the kiosk to include any equipment and software required to ensure its function.

- 3.2.2 Be responsible for the installation and setup of the information kiosk, to include all necessary equipment and cable for the operation of the kiosk. Cover any cost associated with initial set up of the device (*i.e.*, installation of electrical connection).
  - 3.2.3 Provide a primary point of contact for the purpose of reporting equipment failure, content issues, etc.
  - 3.2.4 Maintain the content on the information kiosk.
  - 3.2.5 Ensure that no Personally Identifiable Information (PII) will be stored on the kiosk (*i.e.*, newsletter signup or surveys).
  - 3.2.6 Be responsible for operation of the kiosk to include maintenance and repairs, both remote and onsite.
  - 3.2.7 Obtain insurance or self-insure the kiosk against all loss or damage including (without limitations) fire, theft, vandalism, electrical malfunction or power loss, or other risk.
4. **PERSONNEL:** Each Party is responsible for all costs of its personnel, including pay and benefits, support and travel. Each Party is responsible for supervision and management of its personnel.

5. **GENERAL PROVISIONS:**

**5.1 POINTS OF CONTACT:** The following points of contact ("POC") will be used by the Parties to communicate in the implementation of this MOA. Each Party may change its POC upon reasonable notice to the other Party.

5.1.1 For Fort Bliss

Peggy Brown

Chief, Military Personnel Division/Adjutant General

Directorate of Human Resources/Military Personnel Division

Phone: 915.568.2238

Email: [peggy.r.brown.civ@army.mil](mailto:peggy.r.brown.civ@army.mil)

Beverley Court

Management Analyst / Support Agreements Manager

Resource Management Office

Phone: 915-569-8099

Email: [beverley.j.court.civ@army.mil](mailto:beverley.j.court.civ@army.mil)

5.1.2 For El Paso County  
Brian D. Stanley  
El Paso County Domestic Relations Office ("DRO")  
El Paso County Executive Director  
OFFICE  
Phone: 915-273-3837  
Email: B.Stanley@epcountytexas.gov

Sandra Andrade  
El Paso County Law Library Assistant Manager  
Phone: 915-273-3699  
Email: S.Andrade@epcountytexas.gov

**5.2 CORRESPONDENCE:** All correspondence to be sent and notices to be given pursuant to the MOA will be addressed, if to Fort Bliss, to:

5.2.1 Directorate of Human Resources  
Military Personnel Division/Adjutant General  
US Army Garrison Fort Bliss  
Bldg. 1  
Pershing Road  
ATTN: AMIM-BLM  
Fort Bliss, TX 79916

and, if to El Paso County to:

5.2.2 El Paso County Domestic Relations Office  
500 E San Antonio Ave, RM LL108  
El Paso, TX 79901

or as may from time to time otherwise be directed by the Parties.

**5.3 REVIEW OF AGREEMENT:** This MOA will be reviewed annually on the anniversary of the effective date for financial impacts, if any, and if there are substantial changes in resource requirements, the agreement will be reviewed in its entirety.

**5.4 MODIFICATION OF AGREEMENT:** This MOA may only be modified by the written agreement of Parties, duly signed by their authorized representative.

**5.5 DISPUTES:** Any disputes relating to this MOA will, subject to any applicable law, Executive Order, Directive, or instruction, be resolved by consultation between the Parties.

**5.6 TERMINATION OF AGREEMENT:** This MOA may be terminated by either Party by giving at least 90 days written notice to the other Party. The MOA may also be terminated at any time upon the mutual written consent of the Parties.

**5.7 TRANSFERABILITY:** This MOA is not transferable except with the written consent of the Parties.

**5.8 ENTIRE AGREEMENT:** It is expressly understood and agreed that this MOA embodies the entire agreement between the Parties regarding the MOA's subject matter.

**5.9 EFFECTIVE DATE:** This MOA takes effect beginning on the day the last Party signs.

**5.10 EXPIRATION DATE:** This MOA has a 2-year expiration date. The MOA will be reviewed prior to the expiration date.

**5.11 NO THIRD-PARTY BENEFICIARIES:** Nothing in this MOA, express or implied, is intended to give to, or will be construed to confer upon, any person or entity not a party remedy or claim under or by reason of this MOA. This MOA will be for the sole and exclusive benefit of the Parties.

**5.12 SEVERABILITY:** If any term, provision, or condition of this MOA is held to be invalid, void or unenforceable by a governmental authority and such holding is not or cannot be appealed further, then such invalid, void, or unenforceable term, provision, or condition shall be deemed severed from this MOA and all remaining terms, provisions, and conditions of this MOA shall continue in full force and effect. The Parties shall endeavor in good faith to replace such invalid, void, or unenforceable term, provision, or condition with valid and enforceable terms, provisions, or conditions which achieve this purpose intended by the Parties to the greatest extent permitted by law.

**5.13 OTHER FEDERAL AGENCIES:** This MOA does not bind any federal agency, other than the Parties, nor waive required compliance with any law or regulation.

**5.14 FUNDS AND MANPOWER:** This MOA does not document nor provide for the exchange of funds or manpower between the Parties, nor does it make any commitment of funds or resources. No provision of the MOA will be interpreted to require obligation or payment of funds in violation of the Anti-Deficiency Act, 31 U.S.C. 1341.

6. LIST OF ATTACHMENTS: (None)

7. AGREED:

FOR US ARMY GARRISON, FORT BLISS:

Aura Castañeda  
AURORA I. CASTAÑEDA  
DEPUTY TO THE GARRISON COMMANDER

14 April 2025  
DATE

FOR EL PASO COUNTY:

\_\_\_\_\_  
RICARDO A. SAMANIEGO  
EL PASO COUNTY JUDGE

\_\_\_\_\_  
DATE

