

## Hidalgo County H.I.D.T.A. Task Force

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### MEMORANDUM

**To:** Martha Salazar, CPPB, Hidalgo County Purchasing Agent

**Cc:** Mary A. Maldonado, Hidalgo County Purchasing - Contract Manager

**From:** Dora L. Munoz, Hidalgo County HIDTA Task Force Commander *[Signature]*

**Date:** July 31, 2007

**Ref:** Contract # C-07-013-01-29 - Angel's Maid and Janitorial Service

For the last several years, the Hidalgo County HIDA Task Force has utilized Angel's Maid and Janitorial Service.

On July 19, 2007, Ms. Debora Jimenz, the vice president of Angel's Maid & Janitorial Service mentioned that she had not received payment for the month of June 2007. Ms. Jimenz was informed that the June invoice was paid with check number 320943 and mailed on July 10, 2007. On 23<sup>rd</sup> of July, Ms Jimenz asked to have the check cancelled and new one issued, at that time Ms. Jimenz was told that a check would be issued on 31<sup>st</sup> of July. The next day (July 24<sup>th</sup>), Ms. Jimenz submitted the July 2007 invoice and informed us that she would not be in from the 25<sup>th</sup> thru the 31<sup>st</sup> July or until she received the outstanding payment. Ms. Jimenz also mentioned that if we were not happy with this arrangement we would cancel the contract.

The Task Force has been very satisfied with the job performance of Angel's Maid. However, recently there's been a deviation from the agreed schedule and a failure to properly notify us when there was a change of schedule. After careful review and consideration, I feel that we should terminate the contract with Angel's Maid and Janitorial Service.

If you should have any questions, please contact Sonya Lopez, Hidalgo County HIDTA Task Force Administrative Assistant or me. Thank you.

High Intensity Drug Trafficking Area

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