

Yvette Islas

From: maribel saenz [redacted]@yahoo.com]
Sent: Tuesday, September 18, 2007 3:31 PM
To: Yvette Islas
Subject: Fwd:TDHCA Letter of Approval for Lease Agreement

Yvette, I am forwarding the approval on the Sole Bid for the Lease Space from TDHCA. Should you have any questions let me know. Please proceed to award the bid. Thank you, Maribel.

Note: forwarded message attached.

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Ms. Maribel Navarro-Saenz
Executive Director
Hidalgo County Community Services Agency
P.O. Box 204
Edinburg, TX 78540

Re: Procurement of leased office space

Dear Ms. Navarro-Saenz:

The Texas Department of Housing and Community Affairs (the Department) received your correspondence dated August 21, 2007, from Hidalgo County Community Services Agency (Hidalgo County) requesting the Department's approval to accept the bid for leased office space at the current location. Additionally, on September 6, 2007, the Department received a fax from Hidalgo County, which included a copy of the Request for Bids published in *The Monitor*.

The Department has reviewed Hidalgo County's procurement of bids for office space, which resulted in a single bid. Based on the Procurement Standards outlined in General Policy Issuance #02-10.2, the Department approves your request to accept the sole bid received from BIC Investments for leased office space located at 2524 N. Closner, Edinburg, Texas 78539. The total cost for rent will be \$13,500 per month, which Hidalgo County will pay, in part, using CSBG and CEAP funds.

The Department appreciates your efforts to comply with procurement requirements. Should you need further assistance, please contact Sandy Kim, Program Officer for CSBG, at (512) 475-3949 or Stephen Jung, Senior Program Officer for CEAP, at (512) 305-9083.

Sincerely,

A handwritten signature in cursive script that reads "E. E. Fariss".

E. E. Fariss
Director
Community Affairs

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