

MEMORANDUM

To: Arturo Guajardo, Jr. via fax: 318-2105
Hidalgo County Clerk via: arturo.guajardo@hidalgocountyclerk.us

From: Oscar Garza, Procurement Specialist

Date: June 11, 2009

Re: Bid No. 2009-146-OGG-Approval of Proposals for "Remodeling of Deed Department at County Clerk's Office"

Please review the following Proposals and indicate if they meet all your requirements by marking APPROVE (or) DISAPPROVE and signing below. If your answer is DISAPPROVE, please make any modifications necessary to the specifications and fax back the revised copy to the designated Buyer in the Purchasing Department.

If you have any questions, please call me at (956) 318-2626 ext# 4865.

APPROVE <input checked="" type="checkbox"/>	DISAPPROVE <input type="checkbox"/>
APPROVED WITH MODIFICATIONS	

FUNDS AVAILABILITY: _____ YES / _____ NO / _____ Other

(Specify) _____

BUDGET#: 9-1237-415-40-180-003-0431


AUTHORIZED SIGNATURE

Annette C. Muniz - Chief Deputy 6/11/09
PRINTED NAME DATE

**SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT,
VIA FAX TO (956) 318-2629 or e-mail: oscarq.garza@co.hidalgo.tx.us by no later
than Friday, June 11, 2009 at 4:00p.m.**

Enclosures

REVISED SCOPE OF WORK:

Re: Remodeling of Deeds Department

We are requesting a proposal on the remodeling of the County Clerks Deeds Department
The following encompasses the remodeling project:

- Sand, Prep and Paint the walls
- Installation of New VCT floor tile to designated areas.
- Include Alternate for installation of ADA Compliant Door