



Hidalgo County Purchasing Office
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM
(Approval of Specifications)

To: Esther Cortez, HR Director
Roy Quintanilha, Safety Director

via email: esther.cortez@co.hidalgo.tx.us
via email: roy.quintanilha@co.hidalgo.tx.us

From: Sandra Montalvo, Buyer II
Hidalgo County Purchasing Dept.

Date: April 15, 2010

Re: Bid No. 2010-170-05-05-SMA-Approval of Specifications for HIDALGO COUNTY-
"DRUG AND ALCOHOL TESTING FOR HIDALGO COUNTY EMPLOYEES"

Please review the following modified SPECIFICATIONS and verify if all requirements are met by signing below and indicating APPROVE (or) DISAPPROVE. If specification is NOT met, make any and all modifications necessary and return 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.

Form with checkboxes for APPROVE, DISAPPROVE, and APPROVED WITH MODIFICATIONS. APPROVE is checked.

FUNDS AVAILABILITY: YES / NO/ Other

(Specify)

BUDGET ACCOUNT #:

Signature block with fields for AUTHORIZED SIGNATURE, PRINTED NAME, DEPARTMENT, and DATE. Includes handwritten signature of Esther A. Cortez.

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: sandra.montalvo@co.hidalgo.tx.us by no later than, April 15, 2010 @ 3:00 p.m.

Enclosures

Handwritten note: Please be advised Noeida Cortez or Sylvia Rios are my designees. Thanks