



PURCHASING DEPARTMENT
County Of Hidalgo

MEMORANDUM
(THOROUGH REVIEW RECOMMENDED/REQUIRED)

TO: Mr. Hector (Tito) Palacios, Commissioner
Hidalgo County Commissioners Precinct No. 2

ATTN: Raul Lozano, Chief of Staff

FROM: Martha L. Salazar, CCPB-Hidalgo County Purchasing Agent
Nielda Cavazos, Hidalgo County Purchasing Department, Administrative Assistant *MS*

DATE: January 11, 2011

SUBJECT: SOQ –Selection of Construction Material Testing Services

Attached you will find Statements of Qualifications as per your request for grading, scoring and evaluating Statements of Qualifications from Hidalgo County's approved "Pool" of Construction Material Testing Services.

Enclosed for your grading, scoring and evaluation task are the following firms as per your request dated November 09, 2010. We ask that the firms you have nominated provide the type of engineering services you require for the project. The "Pool" list specifically identifies the area of engineering services as identified in the submitted Statements of Qualifications.

- 1) A complete Statements of Qualifications packet for Engineering Services for
 - a) Terracon
 - b) Millennium Engineers Group
 - c) Raba Kistner

All approved through Hidalgo County's Pool of Professional Engineering. **We recommend that a close review of the SOQ Packet be made so as to completely familiarize yourselves with the firms qualifications contained in the SOQ's. Scoring Sheets for each SOQ are provided. Please make any notations necessary to document your scores**

- 2) Upon scoring the engineering firms, please submit your scoring sheets to the Purchasing Department along with **All Statements of Qualifications Packets must be returned to the Purchasing Department after completing the evaluations.** The information contained in the Statements of Qualifications is confidential and may not be reproduced or provided to any other third parties. Thereafter, the Purchasing Department will proceed to place on Commissioners' Court agenda for action.

Thank you for your cooperation in this important matter. If you have any questions or require additional information, contact Martha L. Salazar or Nielda Cavazos at (956) 292-7000, ext 4853 respectively.

Enclosures

ACKNOWLEDGEMENT OF RECEIPT OF MEMO AND SOQ PACKET

Remit to: Martha L. Salazar or Nielda Cavazos- Hidalgo County Purchasing Department

Received by _____

Print Name/Title _____

Date _____