

COUNTY of HIDALGO



EDINBURG, TEXAS 78539

HIDALGO COUNTY AUDITOR'S OFFICE
County Administration Building 3rd Floor
2808 S. Business Highway 281
Edinburg, Texas 78539-6243
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HIDALGO COUNTY AUDITOR'S OFFICE
P. O. BOX 689
EDINBURG, TEXAS 78540-0689

ORIGINAL

OFFICE OF THE COUNTY AUDITOR

NOTICE OF DISCREPANCY AND/OR ADVISORY

DATE: 01/24/2011

TO: YOLI CISNEROS

DEPARTMENT: (122) HIDALGO CO. PCT 2

FROM: TONY HERNANDEZ

PHONE: (956)-318-2511 ext 4629

REFERENCE: UNITED RENTALS NORTHWEST, INC. Invoice #87000282-001

THE FOLLOWING DOCUMENT (S), i.e. *Invoice #87000282-001* IS/ARE BEING RETURNED, BECAUSE OF THE REASON (S) INDICATED BELOW AND REQUIRES YOUR IMMEDIATE ATTENTION. CORRECTIVE ACTION IS NECESSARY IN ORDER FOR MY OFFICE TO PERFORM ITS DUTIES ACCORDING TO STATUTES, POLICIES, FEDERAL REGULATIONS, AND ACCOUNTING STANDARDS.

PAYMENT (S) OF CLAIMS RELATED TO THIS DOCUMENT (S) WILL BE MADE AS SOON AS POSSIBLE AFTER CORRECTIVE ACTIONS HAS BEEN TAKEN AND THE CORRECTED AND PROPER DOCUMENTATION HAS BEEN SUBMITTED/RESUBMITTED TO THE AUDITOR'S OFFICE WITH SUFFICIENT TIME FOR THE AUDITOR TO EXAMINE AND APPROVE BEFORE THE NEXT SCHEDULED MEETING OF THE HIDALGO COUNTY COMMISSIONERS COURT, AS PER LOCAL GOVERNMENT CODE 113.064.

- EXPENDITURE INCURRED BEFORE PURCHASE ORDER ISSUED – PLEASE FOLLOW PROPER CLAIMS PROCEDURES
- PURCHASE ORDER NUMBER IS INCONSISTENT WITH INVOICE
- AMOUNT BILLED DOES NOT MATCH THE PURCHASE ORDER AMOUNT
- VENDOR ON PURCHASE ORDER DOES NOT MATCH INVOICE
- INSUFFICIENT DOCUMENTATION TO PROCESS PAYMENT
- SIGNATURE OR DATE NOT PRESENT
- SYSTEM SHOWS INVOICE PAID
- INSUFFICIENT FUNDING IN ACCOUNT # AVAILABLE \$
- NEEDS APPROVAL OF:
- NEEDS COMPLIANCE WITH PURCHASING POLICY/STATUTES/CONTRACTS (SEE COMMENTS)
- NEEDS CORRECTION(S):
- NEEDS ADDITIONAL DOCUMENTATION i.e.,:
- OTHER:
- COMMENTS / RECOMMENDATION: ITEM PURCHASED WAS QUOTED AS A TXMAS ITEM. UPON REVIEW, ITEM WAS FOUND NOT TO BE INCLUDED IN TXMAS CONTRACT. AS PURCHASE WAS OVER \$1000, HIDALGO COUNTY PURCHASING POLICY REQUIRES 3 BIDS OR PURCHASE THROUGH A CO-OPERATIVE AGREEMENT. ANNUAL PURCHASES FOR THIS COMMODITY CODE DID NOT EXCEED \$50,000 HOWEVER, WHICH IS THE STATE REQUIREMENT. THEREFORE, PLEASE HAVE COMMISSIONERS COURT APPROVE THIS INDIVIDUAL INVOICE FOR PAYMENT BY AUTHORIZING EXEMPTION FROM COUNTY PURCHASING POLICY. THANKS

COUNTY AUDITOR'S FORM: RE-CA-020
REVISED: 08/2010



HIDALGO COUNTY DISTRICT JUDGES

RICARDO P. RODRIGUEZ, JR. JUDGE, 92ND D.C.	RODOLFO DELGADO JUDGE, 93RD D.C.	J. R. "BOBBY" FLORES JUDGE, 139TH D.C.	ROSE GUERRA REYNA JUDGE, 206TH D.C.	JUAN R. PARTIDA JUDGE, 275TH D.C.	MARIO E. RAMIREZ, JR. JUDGE, 332ND D.C.	NOE GONZALEZ JUDGE, 370TH D.C. OVERSEER	LETICIA LOPEZ JUDGE, 389TH D.C.	AIDA SALINAS FLORES JUDGE, 398TH D.C.
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ORIGINAL

Elizabeth Cano

From: Martha Salazar [martha.salazar@co.hidalgo.tx.us]
Sent: Friday, January 21, 2011 11:17 AM
To: 'Arcy Duran'; 'LIZ CANO'
Cc: 'Matilde Faz'; tanya.delira@co.hidalgo.tx.us; 'Blanca Mayorga'; 'Darlene Betancourt'
Subject: PO#637242-United Rentals-3-10-10

Importance: High

Ms. Arcy & Liz:

Item #1 under the referenced PO with description of Laser Pipe-cc; 700-2100 w/amount of \$5,833.45 is listed on United Rentals contract. We erroneously approved the item under the PO since on several previous occasions we have been given better pricing after the initial quote by the vendor. TXMAS and United Rentals are now confirming that this specific Laser Pipe is not under their contract. However, under the specific commodity code for this product, we find zero expenditure made in fiscal year 2010. Due to the error in approving the item as part of United Rentals contracts through TXMAS, no additional quotes were solicited for that item.

Sincerely,
Marty Salazar

Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent
2812 S. Bus Hwy 281
Edinburg, Tx 78539
956-292-7000 Ext 4862
956-318-2629 Fax
martha.salazar@co.hidalgo.tx.us