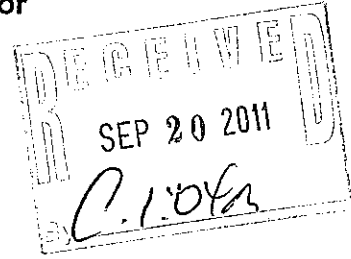


# MEMORANDUM

**TO:** Israel "Buddy" Silva, Juvenile Probation Director  
**FROM:** Yvette S. Islas, Buyer  
Purchasing Department *Y*  
**DATE:** September 16, 2011  
**RE:** RFP 2012-015-00-00-YSI  
"Licensed Professional Psychologist(s)"



It is time to go out for qualifications for the above referenced project, attached are draft requirements and evaluation criteria for your review.

Please make any changes, additions or deletions (if any) and/or indicate if they meet all your requirements by signing below and marking approve or disapprove and **return by Monday, September 26, 2011** along with your budget information for advertisement in order to place on Commissioner's Court agenda and begin the RFP process.

If contact names or addresses are incorrect, please advise. In addition, please review the attached participation log and let me know if there are any additional vendors you'd like me to send this request to.

If you have any questions, please call me at 318-2626, ext 4874.

If you have any concerns or recommendations please include this in the space provided below or if you require additional information please do not hesitate to contact me. Thank you.

BUDGET ACCOUNT #: 2-1100-423-60-330-002-0-331  
2-1294-423-00-330-010-2-331

Recommendations/Concerns: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*[Handwritten Signature]*  
AUTHORIZED SIGNATURE

Israel "Buddy" Silva  
PRINTED NAME

9-20-11  
DATE

**Submit this form to the Hidalgo County Purchasing Department**  
**via fax: (956) 292-7612 or via e-mail:**  
**yvette.islas@co.hidalgo.tx.us**