



Hidalgo County Purchasing Office

2812 S. Business Highway 281

New Administration Building

Edinburg, Texas 78539

(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

TO: Clarissa Ramirez, Director
Hidalgo County WIC Program

ATTN: Margarita Gonzalez, Admin. Assist. II

FROM: Heidi Garcia Ortiz, Buyer III
Hidalgo County Purchasing Department

DATE: July 20, 2017

RE: Request for Recommendation. Bid No. -2017-151-07-19-HGO
Hidalgo County WIC Program- "Lease of Office Space – Edinburg WIC Administration Offices"

We have received **ONE (1) response** to the above-mentioned project. Refer to enclosed copy of the bid tabulation sheet for your review and recommendation/non-recommendation. Please advise if you wish to proceed with this bid to award or do you wish to reject and re-advertise?

We would like to present your recommendation on the next Commissioner's Court Meeting; therefore, we need your response by **July 26, 2017, @ 10.00 A.M. or if possible, earlier.** Please indicate your recommendation or any concerns in the space provided below and reply to the Purchasing Department via fax to (956) 292-7612 or via email to heidi.ortiz@co.hidalgo.tx.us

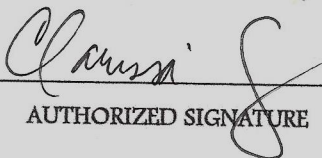
APPROVE

DISAPPROVE and/or REJECT

BUDGET ACCOUNT: 7-1292-441-00-350-001-7-441

Recommendations/Concerns: Please award bid to sole bidder

Should you have any questions or require further information please do not hesitate to call me at 292-7000- ext. 4877. Thank you for your attention and cooperation to this matter.


AUTHORIZED SIGNATURE

Clarissa Ramirez

PRINTED NAME

WIC

DEPARTMENT

7/20/17

DATE

Enclosures

HIDALGO COUNTY PURCHASING DEPARTMENT TABULATION SHEET

DEPARTMENT NAME: HIDALGO COUNTY WIC PROGRAM

BID OPENING DATE: July 19, 2017

BID OPENING TIME: 9:30 A.M.

DESCRIPTION OF BID: LEASE OFFICE SPACE-EDINBURG-WIC ADMIN. OFFICES

BID NO: 2017-151-07-19-HGO

BUYER: *Heidi Garcia Ortiz*

#1	BIC INVESTMENTS 3105 W. University Edinburg, TX. 78539	Price Per Square Foot	\$ 0.84
		Total Sq. Ft. of Proposed Building: sq. ft : <u>6,000</u>	
		Total Amount \$ <u>5,040.00</u>	