



2802 S. Bus. Hwy 281  
Edinburg, Texas 78539  
Phone: (956) 318-2626  
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www.co.hidalgo.tx.us/purchasing

# MEMORANDUM

(Department's Recommendation)

**TO:** ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL  
**FROM:** Matilde "Maty" Faz, Buyer II  
Hidalgo County Purchasing Department  
**DATE:** October 13, 2017  
**RE:** BID AWARD RECOMMENDATION/CONCURRENCE REQUEST  
RFB No.-2018-002-10-11-FAZ  
"HIDALGO COUNTY - Sheriff's Office - Jail"  
"Kitchen Equipment & Appliances Maintenance and Repair Services"

We have received a *sole bid response* to the above-mentioned project. Refer to an 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 no later than **October 20, 2017, @ 4:00 p.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 [matilde.faz@co.hidalgo.tx.us](mailto:matilde.faz@co.hidalgo.tx.us)

APPROVE                       DISAPPROVE and/or REJECT

BUDGET ACCOUNT No.: 7-1100-423-21-280-002-0-430

Recommendation (Indicate vendor(s) and reason):

Should you have any questions or require further information please do not hesitate to call me at 318-2626 - ext. 4854. Thank you for your attention and cooperation to this matter.

|                      |                     |            |          |
|----------------------|---------------------|------------|----------|
|                      | Capt. Steve Herrera | H.C.S.O.   | 10/23/17 |
| AUTHORIZED SIGNATURE | PRINTED NAME        | DEPARTMENT | DATE     |

Enclosures