

Dairen Sarmiento

From: Renan Ramirez <renan.ramirez@co.hidalgo.tx.us>
Sent: Friday, February 9, 2018 1:21 PM
To: Dairen Sarmiento
Subject: Re: RICOH

Approved!

 **Renán Ramirez**
Chief Information Officer
County of Hidalgo, Texas

From: "Dairen Sarmiento" <dairen.sarmiento@hchd.org>
To: renan@co.hidalgo.tx.us
Sent: Friday, February 9, 2018 11:43:11 AM
Subject: FW: FW: RICOH

Hi Renan,

Please accept this as my request for approval of the new lease with Ricoh. Please see attached documents. Please contact me if you have any questions.

Respectfully submitted,

Dairen Sarmiento, MBA - Director
Hidalgo County Indigent Health Care Program
Health & Human Services
1304 South 25th Avenue
Edinburg, Texas 78542
956-292-7000 extension 7365

From: Aissa.Acevedo@ricoh-usa.com [mailto:Aissa.Acevedo@ricoh-usa.com]
Sent: Monday, February 5, 2018 4:28 PM
To: Dairen Sarmiento
Subject: RE: FW: RICOH

Dairen,
Thank you for your patience!

Attached is the updated proposal and PO sample for you.
Here are the next steps in following the Hidalgo County procurement procedure:

1. Obtain approval from the IT Dept.
2. Once you have approval and create your requisition, and as soon as you have a req #, you can provide that number to me... I can then generate the HB1295 form that you will need to submit to purchasing (this form is completed by me and signed, notarized and then sent back to you)
3. You then send all information (proposal/pricing back up/HB1295 form) and your requisition to your Purchasing Department to validate and approve
4. Ultimately after all necessary approvals, you will then be able to obtain a Commissioner Court date for final approval
5. And after approval, you will be issued the Official County Purchase Order (PO).

Should you have any questions - please do not hesitate to contact me!

Aissa Acevedo
Technology Specialist

Ricoh USA, Inc.
McAllen, TX

Mobile: 956.607.6465
Office: 956.217.5863
E-mail address: Aissa.Acevedo@Ricoh-USA.com

RICOH
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From: "Dairen Sarmiento" <dairen.sarmiento@hchd.org>
To: <Aissa.Acevedo@ricoh-usa.com>
Date: 02/05/2018 11:52 AM
Subject: RE: FW: RICOH [EXTERNAL]

Thanks.

From: Aissa.Acevedo@ricoh-usa.com [<mailto:Aissa.Acevedo@ricoh-usa.com>]
Sent: Monday, February 5, 2018 11:49 AM
To: Dairen Sarmiento
Subject: RE: FW: RICOH

Hi Dairen!
We just had some changes and additions made to the DIR contract with new models on Friday.

I had a proposal prepared for you, but wanted to wait until the changes were finalized.
I will have this over to you this afternoon!
Sorry for the delay!

Aissa Acevedo
Technology Specialist

Ricoh USA, Inc.
McAllen, TX

Mobile: 956.607.6465
Office: 956.217.5863
E-mail address: Aissa.Acevedo@Ricoh-USA.com

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From: "Dairen Sarmiento" <dairen.sarmiento@hchd.org>
To: <Aissa.Acevedo@ricoh-usa.com>
Date: 02/05/2018 11:45 AM
Subject: RE: FW: RICOH [EXTERNAL]

Good morning.

I am following up with you to see when you can provide us with options for a new lease?

Respectfully submitted,

Dairen Sarmiento, MBA - Director
Hidalgo County Indigent Health Care Program
Health & Human Services
1304 South 25th Avenue
Edinburg, Texas 78542
956-292-7000 extension 7365

From: Aissa.Acevedo@ricoh-usa.com [<mailto:Aissa.Acevedo@ricoh-usa.com>]
Sent: Wednesday, January 17, 2018 8:51 AM
To: Dairen Sarmiento
Cc: lourdes.acevedo@hchd.org
Subject: Re: FW: RICOH

Good morning, Dairen!
Sure thing! I will look into the status and get some options together for you and give you a call a little later to discuss.

Aissa Acevedo
Technology Specialist

Ricoh USA, Inc.
McAllen, TX

Mobile: 956.607.6465
Office: 956.217.5863
E-mail address: Aissa.Acevedo@Ricoh-USA.com

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From: "Dairen Sarmiento" <dairen.sarmiento@hchd.org>
To: <aissa.acevedo@ricoh-usa.com>
Cc: <lourdes.acevedo@hchd.org>
Date: 01/17/2018 08:09 AM
Subject: FW: RICOH [EXTERNAL]

Good morning Aissa.

Hope you are doing well. Can you please provide us with some options for our copier needs? We are reaching the end of our current lease soon and would like to know our options. Your assistance would be greatly appreciated.

Respectfully submitted,

Dairen Sarmiento, MBA - Director
Hidalgo County Indigent Health Care Program
Health & Human Services
1304 South 25th Avenue
Edinburg, Texas 78542
956-292-7000 extension 7365

From: Elena Gomez [<mailto:elena.gomez@co.hidalgo.tx.us>]

Sent: Tuesday, January 16, 2018 5:06 PM
To: dairen.sarmiento@hchd.org
Cc: Darlene H. Betancourt
Subject: Re: RICOH

Ms. Dairen

Yes you will have to contact Aissa Acevedo from Ricoh at Aissa.Acevedo@Ricoh-USA.com and they will ask you if you want to upgrade at this point.

Respectfully,

Elena Gomez, Procurement Process Coordinator
Hidalgo County Purchasing Dept.
2812 S Bus. Highway 281
Edinburg, Texas 78539
(956) 318-2626 x 4855
(956) 292-7612
elena.gomez@co.hidalgo.tx.us

From: "Darlene H. Betancourt" <darlene.betancourt@co.hidalgo.tx.us>
To: "Elena Gomez" <elena.gomez@co.hidalgo.tx.us>
Sent: Tuesday, January 16, 2018 4:25:03 PM
Subject: Fwd: RICOH

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