



2802 S. Bus. Hwy 281  
 Edinburg, Texas 78539  
 Phone: (956) 318-2626  
 Fax: (956) 318-2629  
 www.co.hidalgo.tx.us/purchasing

# MEMORANDUM

(Approval of Specifications)

**To:** Clarissa Ramirez, Director  
 Hidalgo County WIC Program

**Attn:** Mague Gonzalez, Admin. Assist. II

**From:** Sandy Suarez<sup>SS</sup>, Buyer II  
 Hidalgo County Purchasing Department

**Date:** August 21, 2018

**Subject:** Approval of Specifications: RFB: 2018-212 –Hidalgo County WIC Program-  
 “Lease Office Space - City of Alton (East)”

Please review the following SPECIFICATIONS and indicate if they meet all your requirements by selecting APPROVE, DISAPPROVE (or) APPROVED WITH MODIFICATIONS and signing below. If your answer is DISAPPROVE, please make any modifications necessary to the specifications and return the revised copy to the designated Buyer in the Purchasing Department.

If you have any questions, please call me at (956) 318-2626 ext. #4860.

APPROVE	<input checked="" type="checkbox"/>	DISAPPROVE	<input type="checkbox"/>
APPROVED WITH MODIFICATIONS		<input type="checkbox"/>	

FUNDS AVAILABILITY:   x   YES /        NO/        Other

(Specify) \_\_\_\_\_

BUDGET ACCOUNT #: 8-1292-441-00-350-001-9-xxx

<i>Clarissa Ramirez</i>	WIC Director	WIC	11/6/18
AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE

**SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or VIA E-MAIL: sandy.suarez@co.hidalgo.tx.us, by no later than Tuesday, August 28, 2018 @ 11:00 A.M., to possibly place on the next CC meeting.**

Enclosures