PURCHASING DEPARTMENT
County of Hidalgo

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: Ms. Yvonne Ramon, Administrator
Hidalgo County Elections Department
Attn: Hilda A Salinas
Melanie Esparza
Norma Cantu

From: **Alexandra Vela, Contract Specialist** II
Hidalgo County Purchasing Dept.

Date: July 15, 2019

Re: Bid No. 2019-250-00-00-ABV-Approval of Specifications for
HIDALGO COUNTY ELECTION DEPARTMENT-
"Printing and Massive Mail-Out for Voter Registration Cards 2019"

Please review the following **SPECIFICATIONS and** verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE.** If specification is **NOT** met, make any and all modifications necessary 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# 4865

APPROVE	DISAPPROVE
APPROVED WITH MODIFICATIONS ✓	

FUNDS AVAILABILITY: ✓ YES / _____ NO/ _____ Other

(Specify)_____

BUDGET ACCOUNT #: 9-1100-414-00-130-001-0-350

AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE
	Melanie Esparza	Elections	7/30/19

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, e-mail:
alexandra.vela@co.hidalgo.tx.us as soon as possible.
Enclosures