



2802 S. Bus. Hwy 281  
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 www.co.hidalgo.tx.us/purchasing

# MEMORANDUM

(Approval of Specifications)

**To:** Linda Fong, First Assistant County Auditor

**From:** Alexandra Vela ABV, Contract Specialist II  
 Hidalgo County Purchasing Department

**Date:** November 13, 2019

**Subject:** Approval of Specifications: RFQ-2019-232-00-00-ABV for "Independent Audit Services"

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. #4865.

APPROVE	DISAPPROVE
✓ APPROVED WITH MODIFICATIONS	

FUNDS AVAILABILITY:  YES /  NO /  Other

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

BUDGET ACCOUNT #: 0-1100-415-13-125-005-0-335

<i>Linda Fong</i>	Linda Fong	County Auditor's	11-14-19
AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE

**SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA E-MAIL: alexandra.vela@co.hidalgo.tx.us, by no later than Friday, November 15, 2019 @ 4:00 P.M., to possibly place on the next CC meeting.**

Enclosures



Alexandra Vela <alexandra.vela@co.hidalgo.tx.us>

**Re: RFQ-2019-232-00-00-ABV Independent Audit Services**

1 message

**Sergio Cruz** <sergio.cruz@co.hidalgo.tx.us>  
To: Alexandra Vela <alexandra.vela@co.hidalgo.tx.us>

Thu, Nov 14, 2019 at 10:44 AM

I approve to the specifications as presented.

Please check with Mrs. Duran and Mrs. Fong as to any changes, if any, they may need to make to the scope of services.

Regards,  
Sergio Cruz

On Wed, Nov 13, 2019 at 4:59 PM Alexandra Vela <alexandra.vela@co.hidalgo.tx.us> wrote:

Good afternoon Mr. Cruz,

As this project had been reassigned to me and after further inquiring and research apparently there has been some confusion and the previous contract specialist could not come up with the emails, Therefore; attached for your review and approval is the requirements/scope of service.



**Purchasing Department**

Alexandra Vela	Contract Specialist II
alexandra.vela@co.hidalgo.tx.us	
2812 S. Business Hwy 281	Main: 956-318-2626 ext. 4865
Edinburg, TX 78539	Fax: 956-292-7612

Sergio Cruz, Budget Officer  
County of Hidalgo, Texas