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www.co.hidalgo.tx.us/purchasing

# MEMORANDUM

(Approval of Specifications)

**To:** Armando Guzman,  
H.C. Chief Safety Officer  
**Attn:** Rosie Luna

**To:** Raul Silguero,  
H.C. HR Director  
**Attn:** Rufino Saenz

**From:** Yolanda Velasquez, *YV* Contract Specialist II

**Date:** February 11, 2020

**Subject:** Recommendation for RFB: 2020-001-02-05-YZV Hidalgo County (all funding sources) **“DRUG & ALCOHOL TESTING FOR HC EMPLOYEES”**

We received a total of five (5) bids for the above referenced project. Attached you will find a copy of the Tabulation Sheet for your review and recommendation along with copies of all responses for your review.

The plan is to present to Commissioner’s Court on next CC meeting of February 25<sup>th</sup>, therefore, please submit your recommendation by no later than Tuesday, February 18<sup>th</sup> (or sooner) to proceed to work on contract for legal review and approval.

Please indicate your recommendation and/or any questions or concerns in the space provided below and return via email to: [yolanda.velasquez@co.hidalgo.tx.us](mailto:yolanda.velasquez@co.hidalgo.tx.us)

Should you require additional information, please do not hesitate to call me at extension 4881.

| Recommended Vendor | Recommendation Basis<br>(i.e., lowest qualified vendor meeting all specs., etc.) |
|--------------------|--|
| Lab Services       | Cost, Locations & Mobile Collections   |
|                    |  |

Budget Account No: 0-1100-419-50-125-003-0-339

AUTHORIZED SIGNATURE

Armando Guzman Jr.

PRINTED NAME

2/20/2020

DATE



Yolanda Velasquez &lt;yolanda.velasquez@co.hidalgo.tx.us&gt;

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## Bid - Drug & Alcohol Testing for HC Employees

1 message

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**Rufino Saenz** <rufino.saenz@co.hidalgo.tx.us>

Fri, Feb 21, 2020 at 9:35 AM

To: "velasquez, yolanda" &lt;yolanda.velasquez@co.hidalgo.tx.us&gt;

Cc: "gutierrez, caryn" &lt;caryn.gutierrez@co.hidalgo.tx.us&gt;, "saenz, rufino" &lt;rufino.saenz@co.hidalgo.tx.us&gt;

Good morning Yolanda,

We have reviewed the five participating vendors, and we recommend Lab Services for the bid, Drug & Alcohol Testing for HC Employees.

Items of concern that need to be brought to their attention as a courteous reminder are as follows:

1. Lab Services needs to maintain their hours of operation as per the contract.
2. Lab Services need to address opening a site in the East side of the County, preferable in the Donna or Pharr areas.
3. All questions concerning payment should be addressed to Safety.

Please advise if you have any questions or concerns.

**Thanks,**  
**Rufino Saenz**

Division Manager, Human Resources  
County of Hidalgo Department of Human Resources  
2818 South Business Hwy 281  
Edinburg, Texas 78539  
(956) 318-2660 ext. 4911  
[rufino.saenz@co.hidalgo.tx.us](mailto:rufino.saenz@co.hidalgo.tx.us)

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