PURCHASING DEPARTMENT
County of Hidalgo

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

MEMORANDUM OF RECOMMENDATION

To: **Oscar Villarreal, Director for Facilities Management**

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

Date: November 16, 2020

Subject: Recommendation to award for:
Bid No.: 2020-350-09-30-ABV
Hidalgo County –Custodial Services for Administration Building

We have received **3 bid responses** to the above mentioned project. Refer to enclosed copy of the bid tabulation sheet for your review and recommendation/non-recommendation. Please advise if you wish to proceed with this bid to award or do you wish to reject and re-advertise?

We would like to present your recommendation on the next Commissioner's Court Meeting: therefore, we need your response no later than November 18 @ 1:00 p.m. or if possible earlier. Please indicate your recommendation or any concerns on the space provided below and reply to the Purchasing Department via fax to (956) 292-7612 or via email to: alexandra.vela@co.hidalgo.tx.us

☑ **APPROVE** ☐ **DISAPPROVE and/or REJECT**

Recommendation (Indicate vendor(s) and reason):

Approve M & R as low bid for Custodial Serv. @ ADMN.

Should you have any questions or require further information please do not hesitate to call me at 318-2626 - ext. 4878.
Thank you for your attention and cooperation to this matter.

Please include the account number(s) for the above reference project.

Account No.: _____

PRINTED NAME	AUTHORIZED SIGNATURE	DEPARTMENT	DATE
Oscar R. Villarreal	Oscar R. Villarreal	Facilities Mgmt.	11-17-20

abv
Enclosures Tabulation Sheet