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MEMORANDUM

To: Clarissa Ramirez, WIC Program Director
Attn: Margarita Gonzalez, Division Grant Manager II

From: Yolanda Velasquez, Contract Specialist II
Hidalgo County Purchasing Department

Date: September 08, 2022

Subject: RFB 22-0431-Lease of Office Space for WIC Storage

We have received a **sole responses** to the above mentioned project. Refer to the enclosed copy of the bid tabulation sheet for your review and recommendation/non-recommendation. Please advise on how you if you wish to proceed.

We would like to present your recommendation on the next Commissioners' Court Meeting: therefore, we need your response no later than Friday, **Tuesday September 13, 2022 @ 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 email to: yolanda.velasquez@co.hidalgo.tx.us

APPROVE

DISAPPROVE and/or REJECT

Recommendation (Indicate Vendor(s) and reason):

Please award bid to sole response BIC Realty effective October 1st FY23 will begin.

Should you have any questions or require further information please do not hesitate to call me at 318-2626 - ext. 4881. Thank you for your attention and cooperation to this matter.

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

Account No.: 2.1292.441.00.350.001.2.441

Clarissa Ramirez <small>INTED NAME</small>	<i>Clarissa Ramirez CR</i> <small>AUTHORIZED SIGNATURE</small>	WIC <small>DEPARTMENT</small>	8/12/2022 <small>DATE</small>
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