



**PROFESSIONAL SERVICES PROCUREMENT PROCEDURE EXCEPTION FORM**

The Professional Services Procurement Procedure is put forth and enforced by the County Auditor. Full guidelines are available on the County Auditor’s website:

[Professional Services Procurement Procedure | Williamson County, TX](#)

Exceptions to this procedure may only be granted by written approval by the County Auditor or First Assistant County Auditor for small scope or work needs with total fees not to exceed \$5,000.00. This form and the scope and fee proposal must be submitted to the Purchasing Department for review prior to submission to the County Auditor.

Requesting Department: Facilities Management

Department Representative: Angel Gomez-Hise Email: angel.gomez@wilcotx.org

Requested Form Return Date: 20 March, 2026 Scope and Fee Proposal Attached:

Explanation of request and reason for exception:

Construction Materials Testing for less than \$5,000.00 in relation to the ESOC CRAC Unit project.

Requesting Department Head

Jesus Angel Gomez Hise for  
Print Name

J. Angel Gomez Hise Digitally signed by J. Angel Gomez Hise  
Date: 2026.03.20 07:40:00 -05'00'  
Signature

20 March 2026  
Date

Purchasing Department Representative - Reviewed

\_\_\_\_\_  
Print Name

Johnny Grimaldo Digitally signed by Johnny Grimaldo  
Date: 2026.03.25 12:37:07 -05'00'  
Signature

\_\_\_\_\_  
Date

Authorized Approval Signature (County Auditor or First Assistant County Auditor)

\_\_\_\_\_  
Print Name

Jalyn Morris Digitally signed by Jalyn Morris  
Date: 2026.03.26 08:03:51 -05'00'  
Signature

3/26/2026  
Date