Araceli E. Solis

From: Cesar A. Guerra

Sent: Friday, September 16, 2022 10:52 AM **To:** Araceli E. Solis; Ricardo A. Rangel

Cc: Jose E. Gonzalez; Juan Guerrero; Angelica Morales; Carlos Guerra; Joe A. Lopez; Rafael

Perez

Subject: Requisition #2022-7134

In following the procurement policy, our staff verified with our contracted vendors to see if they could work on unit 5804 for the needed engine overhaul.

One contracted vendor said, that they could work on the unit but needed to analyze the vehicle.

Our staff called Cervantes to see what was the status of the vehicle after their diagnostic.

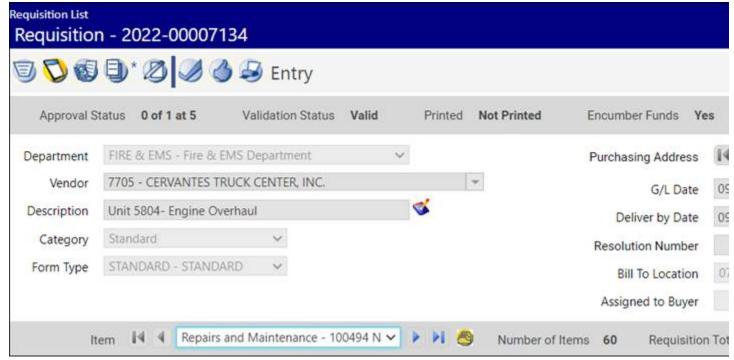
<u>Carlos from Cervantes Truck Center advised that work on the engine rebuild is underway and they are already putting the motor back together.</u>

Due to fact that the vendor is already started the job and our department cannot secure additional quotes, it our determination that this transaction should be paid through GRP and that the requisition be cancelled.

Once the work is complete, have the vendor provide an invoice and submit the GRP to pay. You can use this email as back for the reason a GRP is being utilized.

Please note that Commissioner's Court approved the budget amendment for this repair, but they did not approve the services from Cervantes Truck Center.

This repair was still subject to following the procurement policy in securing at least 3 quotes due to the dollar amount of the cost.



Cesar A. Guerra, Jr., CTCD, CPM

Assistant Purchasing Agent Webb County 1110 Washington St, Suite 101 Laredo, Texas 78045 956-523-4133



Please visit our eProcurement portal, https://webbcountyebid.ionwave.net/ for online access to all Webb County Purchasing Solicitations

