

**COUNTY OF HIDALGO  
PURCHASING DEPARTMENT  
AGENDA REQUEST FORM**

Date: August 28, 2006 Meeting Date Request: September 5, 2006  
 Deadline for Action: A.S.A.P. Contact Person: Vangie Y. Garcia  
 Hidalgo County Purchasing Department for:  
 Department: County Of Hidalgo Phone: (956) 318-2626 Fax: (956) 318-2629

**Martha L. Salazar, CPPB, Hidalgo County Purchasing Agent:** *Martha L. Salazar db*

**Caption:**

- I. Requesting approval to exercise the sixty (60) day grace period extension of term for: **Lease Contract-03-201-09-02-Lease Of Office Space For Department Of Public Safety (DPS) In The City Of Weslaco, With Siesta Village, Inc.,** so as to have no lapse in service while bid process is on going and;
- II. Requesting authority to advertise and approval of draft specifications as attached hereto for: **Bid No. 2006-272-09-27-Lease Of Office Space For Department Of Public Safety (DPS) In The City Of Weslaco .**

**Background:**

See approved extension letter by Siesta Village, Inc..  
 Proposed Ad Dates: 09-09-06  
 09-16-06  
 Proposed Opening Date: 09-27-06

Please initial for approval: Funds available: Acct. 6-1100-421-00-115-027-0-441-as per Monica Badillo  
 Legal Counsel: \_\_\_\_\_ Budget: \_\_\_\_\_ Human Resources: \_\_\_\_\_ Auditor: \_\_\_\_\_  
 Dept./Fund No. \_\_\_\_\_ Amt. Expended: \$ \_\_\_\_\_ Funds/Staffing Budgeted: Yes: \_\_\_\_\_ No: \_\_\_\_\_  
 Account Code: \_\_\_\_\_ Impact on Future Budget: Yes: \_\_\_\_\_ No: \_\_\_\_\_  
 Purchasing Dept. Staff submitting ARF: VANGIE Y. GARCIA Ext.# 4856

**Comments:**

**Action taken by Commissioner's Court:**

Approved \_\_\_\_\_ Tabled \_\_\_\_\_ Denied \_\_\_\_\_ Motion made by \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_



PURCHASING DEPARTMENT  
County Of Hidalgo

August 18, 2006

Mr. Larry Dittburner  
Siesta Village, Inc.  
260 S. Texas Blvd., Suite 400  
Weslaco, Texas 78596

Re: C-03-201-09-02  
Hidalgo County-Lease Of Office Space For Department Of  
Public Safety (DPS) In The City Of Weslaco

Dear Mr. Dittburner:

In reference to Hidalgo County "Lease Of Office Space For Department Of Public Safety (DPS) In The City Of Weslaco" contract which expires on the 23<sup>rd</sup> of December, 2006, The County is requesting to continue this bid for an additional sixty (60) day grace period at the end of the contract term due to unforeseen delay in the procurement process on the same rates, terms and conditions. Effective date would be from December 24, 2006 to February 23, 2007.

Please sign below if you are in agreement. If you should have any questions or comments, please feel free to call me at (956)318-2626-Extension 4856 and remit your response to fax number (956)318-2629.

- No, I do not wish to continue the current contract for an additional sixty day term extension of the present contract.
- Yes, I hereby agree to extend an additional sixty day term extension of the contract under the same rates, terms and conditions.
- X Margo Sunderland excepted by Margo Sunderland.  
Your cooperation in our request will be greatly appreciated and should you have any questions or require additional information, please do not hesitate to call me at (956) 318-2626-Extension 4856

Sincerely,  
Vangie Y. Garcia  
Vangie Y. Garcia, Buyer II  
Hidalgo County Purchasing Department