



PURCHASING DEPARTMENT  
County Of Hidalgo

July 15, 2008

Mr. Danny Smith.  
Matt's Cash & Carry  
PO Box 1663  
Pharr, Texas 78577

Re: E-07-342-07-31 "Carpentry & Construction Materials Supply"

Dear Mr. Smith:

Commissioners' Court will take applicable action (Tuesday, July 22, 2008) in connection with the Hidalgo County's option to extend for an additional sixty (60) day period as provided in the current requirement agreement (under the same rates, terms and conditions). Effective date of renewal is August 8, 2008 to October 8, 2008. Please acknowledge receipt of this notice of extension by signing below and returning to the Purchasing Department by no later than, Friday, July 18, 2008, 5:00 p.m., via facsimile to (956) 956-318-2629.

By: \_\_\_\_\_

Date: \_\_\_\_\_

Should you have any questions or require additional information, please do not hesitate to contact me at (956) 318-2626. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Mary A. Maldonado  
Hidalgo County Contracts Manager

# HIDALGO COUNTY PURCHASING DEPARTMENT

PHONE(956) 318-2626

FAX- (956) 318-2629

## MEMORANDUM

**TO:** Daniel Flores, Director  
Hidalgo County Buildings & Grounds  
Via Fax (956) 318-2648

**FROM:** Contracts Manager -Mary A Maldonado  
Hidalgo County Purchasing Department

**DATE:** July 16, 2008

**RE:** **NOTICE OF INTENT TO EXTEND CONTRACT No. E-07-342-07-31**

Please be advised that I have placed the following contracts for approval of extensions on the next Commissioner's Court meeting of Tuesday July 22, 2008 as follows:

Contract Nos.	Awarded Vendors	Title of Project	Current Contract Expiration Date	Extension Options Commencement/Expiration
E-07-342-07-31	Matt's Cash & Carry	Carpentry & Construction Materials Supply	08/08/2008	Exercising the sixty (60)day option to extend under the same rates, terms and conditions

Therefore, we hereby request that your department respond if you wish to continue to extend/renew these services or proceed with rebidding for said services.

Provided under the current contracts, Hidalgo County Commissioners' Court has the option to exercise the additional sixty (60) day term as specified under the same rates, terms, and conditions for the above mentioned contracts.

Please acknowledge receipt and approval to exercise this "option" for the contracts specified by signing below & returning to the Purchasing Department via facsimile to (956) 318-2629 or via e-mail to [mary.maldonado@yahoo.com](mailto:mary.maldonado@yahoo.com) by no later than 12:00 p.m. on Friday, July 18, 2008 in order to proceed with the placement of approval on the next Commissioner's Court Agenda.

YES  I do wish to obtain the sixty (60) day period extension  
NO  I do not wish to obtain the sixty (60) day period extension

If answer is no, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Hidalgo County Buildings & Grounds  
Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank you for your prompt attention and cooperation to this important matter. Should you require further assistance, please do not hesitate to contact me at (956) 318-2626 EX-4858

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