



PURCHASING DEPARTMENT
County Of Hidalgo

MEMORANDUM

To: Hon. Guadalupe Trevino, Sheriff
c/o **Anacleto Martinez, Chief Deputy**
Joe Jackson, Commander
Hidalgo County Sheriff's Department

Via email amartinez@hidalgo.org
Via email jjackson@hidalgo.org

From: Leticia Saenz, CPPB, Contracts Mgr
Hidalgo County Purchasing Department

Date: February 25, 2009

RE: **NOTICE OF INTENT TO EXTEND /RENEW CONTRACTS**

Chief Martinez, please be advised that I will be placing the following contracts for approval of extension on the next Commissioner's Court meeting of Tuesday, March 10, 2009:

Contract Nos.	Awarded Vendors	Title of Project	Current Contract Expiration Date	Extension Options Commencement/Expiration
E-08-124-03-06	LCS Corrections Services, Inc.	Housing of Inmates	03/31/2008 - 03/30/2009	Exercising the 7 th year of the add'l ten (10) one (1) year term extension 03/31/09-03/30/10
C-08-092-04-07	Secure Control Systems, Inc.	Service & Maintenance to the Adult Detention Electronic System	04/07/2008 - 04/06/2009	Exercising the 1 st year of the add'l three (3) one (1) year term extension 04/07/09-04/06/10

Please be advised that as provided under the current contracts, Hidalgo County Commissioners' Court has the option to exercise the additional one (1) year or multiple year term as specified under the same rates, terms, and conditions for the above mentioned contracts. We hereby request that you respond if you wish to continue to extend/renew the services for these contracts, if not, so, as, to proceed with the procurement process for said services

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 lettysaenz@yahoo.com by no later than 12:00 p.m. on Friday, February 27, 2009 in order to proceed with the placement of approval on the next Commissioner's Court Agenda.

YES I do wish to obtain the additional year period extension.
NO I do not wish to obtain the extension/renewal.

If answer is no, please explain: _____

Hidalgo County Sheriff's Office
Authorized Signature: _____

Date: 2/26/09

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) 292-7000 x-4861.

xc: Juan Tapia, Procurement Specialist
Darlene Betancourt, CPPB/PPDM
File

via email juan.tapia@hidalgo.org
via email darlene.betancourt@co.hidalgo.tx.us