



PURCHASING DEPARTMENT  
County Of Hidalgo

## MEMORANDUM

**TO:** Honorable Guadalupe Trevino, Sheriff  
**Attn:** **Anacleto Martinez, Chief Deputy**  
Hidalgo County Sheriff's Department

**FROM:** Leticia Saenz, CPPB, Contracts Manager  
Hidalgo County Purchasing Department

**DATE:** March 30, 2008

**RE:** **NOTICE OF INTENT TO EXTEND CONTRACT**  
**Contract No.-C-08-336-08-26-Tropical Texas Behavioral Health Center (MHMR)**

Chief Martinez, please be advised that I will be placing the following contract for approval of extension on the next Commissioner's Court meeting of Tuesday, April 7, 2009 for:

Contract Nos.	Awarded Vendors	Title of Project	Extension Options Commencement/Expiration
C-08-336-08-26	Tropical Texas Behavioral Health	Screening Assessments and Psychiatric Evaluation of Inmates Incarcerated at the Jail	Exercising the 1st year of the add'l five (5)one (1) year term extension 04/07/09-12/31/09

Therefore, we hereby request that your department respond if you wish to continue to extend/renew these services.

Provided under the current interlocal Cooperation Contract, Hidalgo County Commissioners' Court has the option to exercise the additional one (1) year term of the five (5) year terms as specified under the same rates, terms, and conditions for the above mentioned contract.

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](mailto:lettysaenz@yahoo.com) by no later than **12:00 p.m.** on **Monday, March 30, 2009** in order to proceed with the placement of approval on the next Commissioner's Court Agenda.

YES   
NO

I do wish to obtain the one (1) year period extension.

I do not wish to obtain the one (1) year period extension.

Hidalgo County Sheriff's Office  
Authorized Signature: \_\_\_\_\_

Date: 4/2/09

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.

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