



PURCHASING DEPARTMENT
County Of Hidalgo

MEMORANDUM

To: Honorable Guadalupe Trevino, Sheriff
Anaclator Martinez, Chief Deputy
Juan Tapia, Procurement Specialist
Hidalgo County Sheriff's Department
via email amartinez@hidalgoso.org
via email juantapia@hidalgoso.org

From: Leticia Saenz, CPPB, Contract Manager
Hidalgo County Purchasing Department

Date: April 27, 2010

Re: NOTICE OF INTENT TO EXTEND/RENEW CONTRACT #C-09-007-04-07-Holt Texas Ltd d/b/a/ Holt CAT

Chief Martinez, please be advised that I will be placing the following contract for approval of extensions/renewals on the next Commissioner's Court agenda for Tuesday, May 04, 2010:

Table with 4 columns: Contract No., Awarded Vendor, Title of Project, Extension Options. Row 1: C-09-007-04-07, HOLT TEXAS LTD. d/b/a HOLT CAT, Service/Maintenance and Repairs to Generators at the County Jail-Law Enforcement Center-Etc., Exercise the additional one (1) year term extension 05/11/10-05/10/11

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

Provided under the current Contracts, Hidalgo County Commissioners' Court has the option to exercise the additional terms 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 above by signing below and returning to the Purchasing Department via facsimile to (956) 318-2629 or via e-mail to leticia.saenz@co.hidalgo.tx.us in order to proceed with placement for approval on the next Commissioner's Court Agenda:

YES [checked] I do wish to obtain the one (1) year period extension.
NO I do not wish to obtain the one (1) year period extension.

Hidalgo County Sheriff's Office
Authorized Signature: [Signature] DATE: 4-29-10

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.

cc: File

[Handwritten initials/signature]