PURCHASING DEPARTMENT
County of Hidalgo

2802 S. Bus. Hwy 281
Edinburg, Texas 78539
Phone: (956) 318-2626
Fax: (956) 318-2629
www.co.hidalgo.tx.us/purchasing

MEMORANDUM

TO: Margarita Gonzalez, WIC Program

FROM: Jireh S. Lira Cabello Contract Specialist I

DATE: July 16, 2021

RE: Project No. 21-114-JLC
Extension of Contract C-20-339-11-24

Contract C-20-339-11-24 between Hidalgo County and GBB Rentals, Ltd for Lease of Office Space will expire on September 30, 2021. We have the option to renew this contract for five (5) additional years – one (1) year terms, under the same rates, terms and conditions.

For your review and consideration, the current contract is enclosed. Please advise what action WIC Program below:

- ☐ Renew the contract with the same rates, terms, and conditions
- ☐ Allow the contract to expire, as those services are no longer needed
- ☐ Look for new vendors (allow contract to expire, terminate early, and/or rebid)

Please sign and return this notice as acknowledgement of receipt by **July 23, 2021**. Following your response, our office will send you a tentative schedule for this project. If no action is taken by the deadline stated, we will proceed with renewing this contract.

Name Clarissa Ramirez Signature Clarissa Ramirez Date 7/16/2021

Should you have any questions or need additional information, I may be reached at extension 4868.

jlc

cc: Margarita Gonzalez
Enclosures: Contract C-20-339-11-24