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www.co.hidalgo.tx.us/purchasing

MEMORANDUM

TO: Norma Ceballos, Executive Assistant

FROM: Jireh Lira Cabello, Contract Specialist I

DATE: February 18, 2022

RE: Project No. 2021-0772
Extension of Contract C-19-322-03-26

Contract C-19-322-03-26 between Hidalgo County and City of Alton for assistance in multiple projects will expire on March 25, 2022. We have the option to renew this contract for one additional year under the same terms

For your review and consideration, the current contract is enclosed. Please advise what action Precinct 3 would like the Purchasing Department to take by making a selection 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 **February 23, 2022**. 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.

Leo Longoria

Name

Signature

3-1-22

Date

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

jlc

E-MAILED
2/3/1/22