THE COUNTY OF HIDALGO
PURCHASING DEPARTMENT

2812 S. Bus. Hwy 281
Edinburg, Texas 78539
Phone: (956) 318-2626
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www.co.hidalgo.tx.us/purchasing

MEMORANDUM

TO: Mr. Valde Guerra, CEO

FROM: Alexandra Vela, Contract Specialist II

DATE: May 2, 2022

RE: Project No. 22-0175-ABV
Extension of Contract C-20-279-06-30, C-20-279A-06-30

Contract C-20-279-06-30 between Hidalgo County and Marylou Henry Real Estate Company. And Hidalgo County and Coldwell Banker Commercial RGV for Professional Services of a Real Estate Agent/ Broker for Commercial Property will expire on June 1, 2022. We have the option to renew this contract for second (2) of two (2) one (1) year renewal terms, under the same rates, terms and conditions as provided in the current contract.

For your review and consideration, the current contract is enclosed. Please advise what action Hidalgo County Executive Office 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 May 9, 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 to ensure there's no lapse in services.

M. Salinas — for V.G. — 5/27/22

Name Signature Date

Should you have any questions or need additional information, I may be reached at extension 4865

abv

CC: Monica Salinas, Court Administrator
Dina Trevino, Assistant Purchasing Director
Eduardo Belmarez, MBA, CPM, Purchasing Director
Project file