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MEMORANDUM

TO: Commissioner Ellie Torres, Hidalgo County Precinct 4
FROM: Victor Webber, Contract Specialist II
DATE: September 7, 2022
RE: Project No. 22-0568-VWB
1/1 Extension of Contract C-21-153-12-14

Contract C-21-153-12-14 between Hidalgo County and **Frontera Materials, Inc.** for "Pit Run Caliche Base" will expire on December 16, 2022. We have the option to renew this contract for one (1), 1 year extension available.

For your review and consideration, the current contract is enclosed. Please advise what action Precinct 4 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 **September 16th, 2022**. If no action is taken by the deadline stated, we will proceed with renewing this contract to ensure there's no lapse in services.

Letty Saenz

Name

A handwritten signature in blue ink, appearing to be "Letty Saenz", written over a horizontal line.

Signature

09/08/22

Date

Should you have any questions or need additional information, I may be reached at extension 4872.

vwb