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www.co.hidalgo.tx.us/purchasing

MEMORANDUM

TO: Josie Garces
FROM: Elena Gomez Contract Specialist II
DATE: August 22, 2022
RE: Project No. 22-0533 Lease of Office Space (City owned Building)
Last Extensions of Contract C-19-303-11-26

Contract C-19-303-11-26 between Hidalgo County and **The Honorable Sergio Coronado** for the **“Lease of office space (City owned Building)”** will expire on November 17, 2022. We have the option to renew this contract for the last year renewal.

Health

For your review and consideration, the current contract is enclosed. Please advise what action ~~WIC~~ 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 **Wednesday, August 31, 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.

Daurens Rangel Dauren Rangel 8/31/22
 Name Signature Date

Should you have any questions or need additional information, I may be reached at extension 4858.

MEG