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: Josie Garces, Health & Human Services

FROM: Elena Gomez Contract Specialist II

DATE: September 13, 2022

RE: Project No. 22-0574-MEG
Extensions of Contract C-19-182-11-19

Contract C-19-182-11-19 between Hidalgo County and **Dr. Ivan Melendez** for the **"Chief Physician/Health Authority"** will expire on December 31, 2022. We have the option to renew this contract for the additional 1 year.

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, September 24, 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.

Eduardo Olivarez 9-13-2022

Name Signature Date

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

MEG