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MEMORANDUM

TO: Commissioner Everardo Villarreal
 Attention: Chief of Staff Jorge Arcaute

FROM: Maria Gaytan, Contract Specialist I

DATE: September 09, 2022

RE: Project No. 22-0547-MGN "Lease of Land (Approx. (5 acres) West of 886 Vicinity of Cuevitas-Los Ebanos or Sullivan" Extension 1 of 1 Contract C-17-155-09-12

Contract C-17-155-09-12 between Hidalgo County and Los Ebanos Land and Cattle, LLC for Lease of Land (Approx. 5 acres) West of 886 Vicinity of Cuevitas-Los Ebanos or Sullivan will expire on December 06, 2022. We have the option to renew this contract for same terms and conditions as provided.

For your review and consideration, the current contract is enclosed. Please advise what action Hidalgo County 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 **September 14, 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.

Jorge Arcaute _____ 9-12-22
 Name Signature Date

Please include the account number(s) for the above reference project:

Account No.: 2-1100-431-00-123-001-0-441

Should you have any questions or need additional information, I may be reached at extension 4879.

mgn

CC: Norma Ceballos, Executive Assistance
 Olga Garza Contract Manager
 Dina Trevino, Assistant Purchasing Director
 Eduardo Belmarez, MBA, CPM, Purchasing Director