



2812 S. Bus. Hwy 281
 Edinburg, Texas 78539
 Phone: (956) 318-2626
 Fax: (956) 318-2629
www.co.hidalgo.tx.us/purchasing

NOTICE

TO: P.R. Avila, Director
FROM: Benjamin Cortez J, Contract Specialist I
DATE: December 9, 2022
RE: Project No. 22-XXXX-12-20
 Extension of Contract C-18-187A-12-04

Contract C-18-187A-12-04 between Hidalgo County and Los Tesoros Investments I, Ltd. for Lease Office Space to House Hidalgo County Urban County Program will expire on February 25, 2023. We have the option to renew this contract for the final One (1) year extension.

For your review and consideration, the current contract is enclosed. Please advise what action Auditor's 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 **December 13, 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.

P.R. Avila

Signature

12/12/2022

Date

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

Account No.: *2-1100-463-00-250-001-0-441*

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

bcj

CC: Benjamin Cortez Jr., Contract Specialist I
 Olga Garza, Division Manager
 Dina Trevino, Assistant Purchasing Director
 Eduardo Belmáñez, MBA, CPM, Purchasing Director