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NOTICE

TO: Clarissa Ramirez, Director, Hidalgo County WIC Office
FROM: Benjamin Cortez Jr., Contract Specialist I
DATE: March 27, 2023
RE: Project No. 20-198-05-19 – 1st Extension
Extension of Contract C-20-198-05-19

Contract C-20-198-05-19 between Hidalgo County and Superior Alarms for Commercial Alarm Monitoring Services will expire on May 18, 2023. We have the option to renew this contract for one (1) additional three (3) year term.

For your review and consideration, the current contract is enclosed. Please advise what action Hidalgo County WIC 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 April 6, 2023. 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.

Clarissa Ramirez

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

Account No.: _____

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

bcj

CC: Clarissa Ramirez, Director, Hidalgo County WIC Office
Olga Garza, Division Manager, Contracts Management
Dina Trevino, Assistant Purchasing Director