



NOTICE

TO: Eduardo "Eddie" Cantu, Commissioner Precinct 2
FROM: Amanda Martinez, Contract Specialist II
DATE: June 14, 2023
RE: Extension of Contract C-21-0639-07-27

Contract C-21-0639-07-27 between Hidalgo County and Precinct 2 for Letter of Engagement with Law Firm for Legal Matters will expire on July 27, 2023. We have the option to renew this contract for two (2) additional one (1) year terms.

For your review and consideration, the current contract is enclosed. Please advise what action Precinct 2 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 **June 21, 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.

Erika Zamora
Name

Erika Zamora
Signature

6/21/23
Date

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

Account No.: Funding will be identified upon engagement.

Should you have any questions or need additional information, I may be reached at extension 4865.

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