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[www.co.hidalgo.tx.us/purchasing](http://www.co.hidalgo.tx.us/purchasing)

## NOTICE

**TO:** Eddie Olivarez, Chief Administrator  
**ATTN:** Dairen Sarmiento  
**FROM:** Ived Sepulveda, Contract Specialist I  
**DATE:** February 15, 2023  
**RE:** Extension of Contract C-19-033-04-23

Contract C-19-033-04-23 between Hidalgo County and Legacy Chapels, LLC for Funeral & Burial Services for Hidalgo County Qualified Indigent Families will expire on April 29, 2023. We have the option to renew this contract for an additional one (1) year term.

For your review and consideration, the current contract is enclosed. Please advise what action Health and Human Services 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 **February 22, 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.

Eduardo Olivarez

Name

Signature

2/15/2023

Date

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

Account No.: 3-1100-444-00-240-002-0-340

Should you have any questions or need additional information, I may be reached at extension 4861.

ivs