



NOTICE

TO: Leticia Saenz / Director of Administrative Operations for Precinct 4
FROM: Pedro Cuadros, Contract Specialist I
DATE: September 28, 2023
RE: Project No. 23-0382

"Pit Run Caliche Base"

Contract **C-21-153-12-14** between Hidalgo County and **Frontera Materials, Inc** for Pit Run Caliche Base will expire on December 16, 2023. As there are no extension options for this contract, our office, if required will have to solicit for bids, proposals or qualifications for this project. Please advise what action Precinct 4 would like the Purchasing Department to take by making a selection below:

- Review, modify and approve project specifications to proceed with new solicitation
- Allow the contract to expire, as those services are no longer needed

Please sign and return this notice as acknowledgement of receipt by **October 3, 2023**. Following your response, our office will confirm what will be the next steps to follow. Action is required in order to proceed promptly and to ensure there's no lapse in services.

<u>Leticia Saenz</u>	<u><i>Leticia Saenz</i></u>	<u>09/29/2023</u>
Name	Signature	Date

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

Account No.: 3-1200-431-00-124-007-0-610

Should you have any questions or need additional information, I may be reached at extension 4859.

pcp

CC: Pedro Cuadros, Contract Specialist I
Olga Garza, Division Manager, Contracts Management
Dina Trevino, Assistant Purchasing Director