



NOTICE

TO: Toribio "Terry" Palacios, District Attorney
FROM: Amanda Martinez, Contract Specialist II
DATE: September 29, 2023
RE: Project No. 18-149-EXT04
Extension of Contract C-18-149-11-06

Contract C-18-149-11-06 between Hidalgo County and Elite Transport and Clean-Up Services for Dead Body Pickup and Transportation Services will expire on December 12, 2023. We have the option to renew this contract for one (1) year.

For your review and consideration, the current contract is enclosed. Please advise what action the District Attorney'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 **October 16, 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.

ROSALINDA CANTU

Name

Rosalinda Cantu

Signature

10/05/2023

Date

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

Account No.: 3-1100-421-00-080-003-0-340

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

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