



NOTICE

TO: Ellie Torres, Commissioner Precinct 4

CC: Leticia Saenz, Tony Forina

FROM: Pablo Granados, Contract Specialist II

DATE: August 07, 2023

RE: Project No. 22-0528 Extension of Contract C-18-266-11-06

Contract C-18-266-11-06 between Hidalgo County and Boys & girls Club of Edinburg RGV (BGC) for the "User Agreement for San Carlos Endowment Center" will expire on November 05, 2023. We have the option to renew this contract for the second (2) of two (2), one (1) year renewal.

For your review and consideration, the current contract is enclosed. Please advise what action Hidalgo County Precinct 4 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 **August 11, 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.

Leticia Saenz
Name

Leticia Saenz
Signature

08/14/2023
Date

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

Account No.: NO BUDGETARY IMPACT

Should you have any questions or need additional information, I may be reached at extension 4878.

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