



# NOTICE

**TO:** Valde Guerra, County Executive Officer  
**FROM:** Cassandra Carr, Contract Specialist II  
**DATE:** October 12, 2023  
**RE:** Project No. 19-056-EXT02 "Financial Advisory Services"  
Extension (2) of (2) for Contract C-19-056-12-10

Contract C-19-056-12-10 between Hidalgo County and Estrada-Hinojosa & Co., Inc. for "Financial Advisory Services" will expire on December 9, 2023. We have the option to renew this contract for one (1) final year.

For your review and consideration, the current contract is enclosed. Please advise what action Hidalgo County Budget & Auditors 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 19, 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.

Valde Guerra		10/12/2023
Name	Signature	Date

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

Account No.: \_\_\_\_\_

Should you have any questions or need additional information, I may be reached at extension 4858.