



NOTICE

TO: Valde Guerra, County Executive Officer
FROM: Amanda Martinez Contract Specialist II
DATE: October 11, 2023
RE: Project No. 20-062-EXT01
Extension of Contract C-20-062-12-29

Contract C-20-062-12-29 between Hidalgo County and Auction House LLC, for real time online auction will expire on December 27, 2023. We have the option to renew this contract for one (1) year term.

For your review and consideration, the current contract is enclosed. Please advise what action the Executive 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 18, 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
Name

[Signature]
Signature

10/13/23
Date

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

Account No.: Revenue Acct.

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

07