



## NOTICE

**TO:** Ellie Torres, Commissioner Pct. 4  
**FROM:** Amanda Martinez, Contract Specialist II  
**DATE:** November 06, 2023  
**RE:** Project No. 22-0537-EXT01  
Extension of Contract C-22-0537-01-17

Contract C-22-0537-01-17 between Hidalgo County and Ergon Asphalt and Emulsions Inc. for SS-1 Emulsified Asphalt and Delivery Services will expire on January 30, 2024. We have the option to renew this contract for one (1) additional one (1) year term.

For your review and consideration, the current contract is enclosed. Please advise what action 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 **November 13, 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 is no lapse in services.**

Leticia Saenz  
Name

*Leticia Saenz*  
Signature

11/06/2023  
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 4865.

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