



NOTICE

TO: Myra Montoya, Budget Manager II, Jose Rodriguez, Program Manager Sheriffs' Office

FROM: Yolanda Velasquez, Contract Specialist II *yzv*

DATE: November 06, 2023

RE: Project No. 20-403-12-15
Extension of Contract C-20-403-12-15

Contract C-20-403-12-15 between Hidalgo County and Tropical Texas Behavioral Health for Screening Assessments & Psychiatric Evaluations of Inmates will expire on December 31, 2023. We have the option to renew this contract for three (3) additional one (1) year terms under same rates, terms and conditions.

For your review and consideration, the current contract is enclosed. Please advise what action SHERIFFS' 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 **November 15, 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.

Myra Montoya Myra Montoya 11-28-23

Name Signature Date

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

Account No.: 3-1100-423-21-280-002-0-331

Should you have any questions or need additional information, I may be reached at extension 4881.

yzv