



NOTICE

TO: Monica Salinas, Court Administrator,
Executive Office

FROM: Yolanda Velasquez, Contract Specialist II *yzv*

DATE: April 16, 2024

RE: Project 24-0079

Translation and Interpretation Services

Contract C-20-137-05-19 between Hidalgo County and A Sign Language for Translation and Interpretation Services will expire on May 18, 2024. As there are no extension options for this contract, our office, if required will have to solicit for bids, proposals or qualifications for this project. Please advise what action Executive Office would like the Purchasing Department to take by making a selection below:

- Review, modify and approve project specifications to proceed with new solicitation
- Allow the contract to expire, as those services are no longer needed

Please sign and return this notice as acknowledgement of receipt by **Monday, April 22, 2024**. Following your response, our office will confirm what will be the next steps to follow. Action is required in order to proceed promptly and to ensure there's no lapse in services.

<i>Monica Salinas</i>	<i>Monica Salinas</i>	<i>4/16/24</i>
Name	Signature	Date

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

Account No.: 41100-413-30-125-004-0-339

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

yzv

CC: Igancio Amezcua, MBA, CTCM, CTCD, Purchasing Director
Olga Garza, Division Manager, Contracts Management
Dina Trevino, Assistant Purchasing Director