2812 S. Bus. Hwy 281, Edinburg, Texas 78539 | Phone: (956) 318-2620 | www.co.hidalgo.tx.us/purchasing

NOTICE

TO: Myra Montoya – HC Sheriff's Office

FROM: Jose Adan Vela, Contract Specialist I

DATE: July 26, 2024

RE: 22-0443-EXT01

Extension of Contract C-22-0443-09-27

Contract C-22-0443-09-27 between Hidalgo County and LAB Services, Inc. for drug & Alcohol Testing Services will expire on October 12, 2024. We have the option to renew this contract for one (1) year extension under the same rates, terms and conditions.

For your review and consideration, the current contract is enclosed. Please advise what action Sheriff's 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 **August 2nd, 2024**. 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 — 7-26-24

Name — Signature — Date

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

Account No.: 4-110-421-00-280-001-0-339

Should you have any questions or need additional information, I may be reached at extension 4855.

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