



# NOTICE

**TO:** Monica Salinas, Asst. County Executive Officer  
**FROM:** Jose Adan Vela IV, Contract Specialist I  
**DATE:** August 9<sup>th</sup>, 2024  
**RE:** 22-0527-EXT01.

Extension of Contract: C-22-0527-10-18

Contract C-22-0527-10-18 between Hidalgo County and Caso Law Firm, PLLC for Legal Services will expire on October, 29<sup>th</sup> 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 HC 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 **August 30<sup>th</sup> 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.

Valde Guerra

Name

[Signature]

Signature

8/9/24

Date

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

Account No.: H-1100-415-30-125-006-0-333/339

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

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