



NOTICE

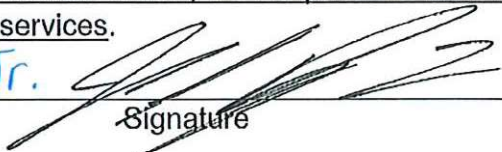
TO: Veterans Service Office
FROM: Jose Adan Vela IV, Contract Specialist I
DATE: July, 26th 2024
RE: 23-0284-EXT01
Extension of Contract C-23-0284-10-17

Contract C-23-0284-10-17 between Hidalgo County and CTC Distributing LTD, for off premises record storage, pickup retrieval delivery, and shredding services will expire on October 16th, 2024. We have the option to renew this contract for one (1) year extension at the same terms and rate.

For your review and consideration, the current contract is enclosed. Please advise what action Hidalgo County 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 9th, 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.

Samuel Perez Jr.  7/29/2024
Name Signature Date

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

Account No.: 4-1100 - 444 - 00 - 370 - 001 - 0 - 350

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

jav



NOTICE

TO: Laura Hinojosa, District Clerk
FROM: Jose Adan Vela IV, Contract Specialist I
DATE: July, 26th 2024
RE: 23-0284-EXT01
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<u>Stephanie Palacios</u>	<u><i>Stephanie Palacios</i></u>	<u>08/12/2024</u>
Name	Signature	Date

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

Account No.: 4-1235-412-00-090-008-0-350

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

jav



NOTICE

TO: Ignacio Amezcua MBA, CTCM, CTCD, Purchasing Director
FROM: Jose Adan Vela IV, Contract Specialist I
DATE: July, 26th 2024
RE: 23-0284-EXT01
Extension of Contract C-23-0284-10-17

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<u>Ignacio Amezcua</u>	<u>Ignacio Amezcua</u>	<u>7/29/2024</u>
Name	Signature	Date

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

Account No.: 4-1100-415-18-160-001-0-350

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

jav