



NOTICE

October 15, 2024
Deer Oaks EAP Services LLC
Attn: Alicia Barrera
100 North Pennsylvania Avenue
Wilkes-Barre, PA 18701

Delivered via email: abarrera@deeroaks.com
Term: January 01, 2025 – December 31, 2025

Re: Third (3rd) Extension for Contract #: C-19-225B-12-03
“Employee Assistance Program (EAP)”

Dear Miss. Barrera,

This letter is to notify you that Hidalgo County has chosen the option to exercise third (3rd) one (1) year extension under the same rates, terms, and conditions for the above referenced project. To proceed, please return the following to Hidalgo County Purchasing Department via email to coral.reyes@co.hidalgo.tx.us no later than **5PM on Monday, October 21, 2024**:

1. Certificate of Interest Parties – Form 1295 [Link to File Form \(state.tx.us\)](http://state.tx.us)
 - a. On box 3, please reference – **C-19-225B-12-03**
2. Updated Certificate of Insurance – ensure Hidalgo County is listed as a Certificate Holder
3. Signed Acknowledgment of Receipt of this Notice from an authorized representative

This item will be placed on the next available Commissioners’ Court meeting for approval. Failure to submit all items requested in a timely manner, may result in delay of award.

Bryan Levy

Authorized Representative Name

Signature

Date

Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Coral Reyes, Contract Specialist II, at (956) 318-2626, extension 4856.

Sincerely,

Ignacio Amezcua

Ignacio Amezcua, MBA, CTCM, CTCD
Hidalgo County Purchasing Director