



NOTICE

August 27, 2025
CTC Distributing LTD
615 Blaze Blvd.
Edinburg, TX 78539

Delivered via email:
Term: 10/17/2025 – 10/16/2026

Re: Extension 2 of 2 for Contract #: C-23-0284-10-17
“Off Premises Storage, Records Management, Pickup, Retrieval, Delivery, and Shredding Services.”

Dear Ms. Rodriguez,

This letter is to notify you that Hidalgo County has chosen the option to exercise the 2 of 2 (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 victor.webber@co.hidalgo.tx.us no later than **3PM on Wednesday, September 10th, 2025**:


1. Certificate of Interest Parties – Form 1295 [Link to File Form \(state.tx.us\)](#)
 - a. On box 3, please reference – **C-23-0284-10-17**
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.

Edna V Rodriguez		August 27, 2025
Authorized Representative Name	Signature	Date

Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Victor Webber, Contract Specialist II, at (956) 318-2626, extension 4872

Sincerely,


[Ignacio Amezcua \(Aug 27, 2025 10:10:37 CDT\)](#)
Ignacio Amezcua, MBA, CTCM, CTCD
Hidalgo County Purchasing Director