



NOTICE

TO: Clarissa Ramirez, Director
FROM: Pablo Granados, Contract Specialist II
DATE: July 15, 2025
RE: Project No. 20-339-EXT05
Extension of Contract C-20-339-11-24

Contract C-20-339-11-24 between Hidalgo County and GBB Rentals, LTD, for "Lease of Office Space for Hidalgo County WIC Program Alamo, Texas" will expire on September 30, 2025. We have the option to renew this contract by utilizing the last one (1) year extension.

For your review and consideration, the current contract is enclosed. Please advise what action the WIC Department 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 **July 22, 2025**. Following your response, our office will send you a tentative schedule for this project. If there is no action selected by the deadline stated, we will proceed with renewing this contract to ensure there is no lapse in services.

Clarissa Ramirez

Name

Clarissa Ramirez
Signature

7/16/2025

Date

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

Account No.: 5-1292-441-00-350-001-6-441

Should you have any questions or need additional information, I may be reached at extension 4878.

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