2812 S. Bus. Hwy 281, Edinburg, Texas 78539 | Phone: (956) 318-2626 | www.co.hidalgo.tx.us/purchasing

NOTICE

TO: Captain Michael Ochoa, HC Sheriff's Department

FROM: Amanda Martinez, Contract Specialist II

DATE: September 04, 2025

RE: Project No. 24-0207-EXT01

Extension of Contract C-24-0207-10-29

Contract C-24-0207-10-29 between Hidalgo County and Keefe Commissary Network, LLC aba/Access Corrections for "Lobby/Intake Kiosks & Deposit/Release Services" will expire on November 03, 2025. We have the option to renew this contract for a one (1) year term under the same rates, terms and conditions.

For your review and consideration, the current contract is enclosed. Please advise what action HC Sheriff's 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 **September 11, 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.

Myra Montoya Myra Montoya 9-8-25

Name Signature Date

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

Account No.: Commissary

Should you have any questions or need additional information, I may be reached at extension 4865.