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

NOTICE

TO: Erika Reyna, MPA, SPHR, Director, Department of Human Resources

FROM: Victor Webber, Contract Specialist II

DATE: October 15, 2025

RE: Project No. 19-225B-EXT04

Extension of Contract C-19-225B-12-03

Contract C-19-225B-12-03 between Hidalgo County and Deer Oaks EAP Services, LLC dba AllOne Health for "Employee Assistance Program ("EAP")" will expire on December 31, 2025. We have the option to renew this contract for one (1) additional 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 HR 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 **October 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.

Erika Reyna | [signature] | 10/21/25

Name | Signature | Date

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

Account No.: 5-2201-415-50-190-019-0-350

Should you have any questions or need additional information, I may be reached at extension 4872.

vwb