



NOTICE

TO: Letty Chavez, County Auditor
FROM: Pablo Granados, Contract Specialist II
DATE: December 12, 2025
RE: Project No. 23-0443-EXT01
Extension of Contract C-23-0443-02-06

Contract C-23-0443-02-06 between Hidalgo County and Burton McCumber & Longoria, LLP for Independent Audit Services for Hidalgo County will expire on February, 17, 2026. We have the option to renew this contract for the first of two (2) one (1) year contract extensions.

For your review and consideration, the current contract is enclosed. Please advise what action Auditor's Office 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 **December 30, 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.

Letty Chavez

Name

Signature

12/15/2025

Date

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

Account No.: 1100-415-13-125-005-0-335

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

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