



# NOTICE

**TO:** Erika Reyna, HC Human Resources Director  
**FROM:** Amanda Martinez, Contract Specialist II  
**DATE:** March 17, 2026  
**RE:** Project No. 23-0342-EXT02  
Extension of Contract C-23-0342-05-14

Contract C-23-0342-05-14 between Hidalgo County and Ortegon Insurance Agency, LLC for Consulting Services for Self – Funded Health Plan will expire on May 13, 2026. We have the option to renew this contract for one (1) year, under the same rates, terms and conditions.

For your review and consideration, the current contract is enclosed. Please advise what action HC Human Resources 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 **March 24, 2026**. 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]                      3/23/26  
Name                                      Signature                                      Date

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

Account No.: 2201-15-140-100-0000-503390 & 503360

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