

MEMORANDUM

HIDALGO COUNTY PURCHASING DEPARTMENT

TO: *↓* Marivel Navarro Saenz, Community service Agency, Director

FROM: Mary A. Maldonado Contracts Manager

DATE: April 15, 2008

RE: Purchase & Disposal of *Window Air Conditioning Units*
~~New & Unused Window Units~~

THE CONTRACT FOR THE ABOVE PROJECT WILL EXPIRE ON MAY 15, 2008 WHICH HAS THE OPTION TO EXTEND FOR ANOTHER ONE (1) YEAR PERIOD.

PLEASE ACKNOWLEDGE RECEIPT BY SIGNING AND MARKING YES OR NO BELOW AND RETURN TO THE PURCHASING DEPARTMENT VIA FACSIMILE TO (956) 318-2629.

YES I WOULD LIKE TO EXTEND

ACCOUNT (S) # _____

N/A

NO I DO NOT WISH TO EXTEND

SIGNATURE _____

PRINTED NAME *Maribel Navarro-Saenz*

DATE _____

IF YOU REQUIRE ADDITIONAL INFORMATION PERTAINING TO THIS MATTER PLEASE CONTACT ME AT (956) 318-2626.

THANK YOU



PURCHASING DEPARTMENT
County Of Hidalgo

April 23, 2008

Mr. Leocadio Guerrero
Air-Plus Heating & Cooling, Inc.
711 E. Wisconsin Rd.
Edinburg, Texas 78530

Re: Contract No. C-07-025-05-15

Dear Mr. Guerrero:

Commissioners' Court will take applicable action (Tuesday, April 29, 2008) in connection with the Hidalgo County's option to extend/renew for an additional one (1) year period as provided in the current service contract (under the same rates, terms and conditions). Effective date of renew/extension is May 15, 2008 Please acknowledge receipt of this notice of extension by signing below and returning to the Purchasing Department by no later than, 5:00p.m., Thursday, May 1, 2008 via facsimile to (956) 318-2629.

By: _____

Date: _____

Should you have any questions or require additional information, please do not hesitate to contact me at (956) 318-2626. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Mary A. Maldonado
Hidalgo County Contracts Manager