



PURCHASING DEPARTMENT
County Of Hidalgo

December 21, 2010

Patrick Hettler, Co-Owner (or)
James Duncan, Co-Owner
Upper Valley Mail Services, LLP
1418 Beech Avenue, Suite 109
McAllen, Texas

via email postman217@aol.com
via certified mail # 7099 3220 0002 9744 6655
via facsimile (956) 630-0825

Re: Extension/Renewal of Contract No. C-09-436-12-22—"Countywide Mailing Services" for Hidalgo County

Dear Gentlemen:

Commissioners' Court will take applicable action on (Tuesday, December 30, 2010) in connection with the Hidalgo County's option to extend/renew the additional one (1) year term as provided in the current agreement (under the same rates, terms and conditions). **Effective date of renew/extension is of January 1, 2011.**

Please acknowledge receipt of this notice of extension by signing below and returning to the Purchasing Department by no later than, Tuesday, December 21, 2010, 5:00 p.m., via facsimile to (956) 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,


Leticia H. Saenz, CPPB/Contracts Manager
Hidalgo County Purchasing Department

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