



PURCHASING DEPARTMENT
County Of Hidalgo

Starr County Memorial Hospital
Thalia H. Munoz, Administrator
2753 Hospital Court
Rio Grande City, TX 78582

CERTIFIED MAIL
7099 3220 0002 9745 6456
Via Facsimile (956) 487-0332

Re: Renewal/Extension C-07-272-08-21-Lease of Office Space for Rio Grande City WIC Program

Dear Ms. Munoz:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's sole option to exercise an extension as provided in the current contract (under the same rates, terms and conditions). Please acknowledge receipt of this notice of placement on the Commissioners' Court meeting of August 30, 2011 for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than Thursday, August 25, 2011, via facsimile to (956) 956-318-2629 or email to : rocio.villarreal@co.hidalgo.tx.us, so as to meet the agenda request form deadlines.

By: _____

Date: _____

Additionally, we are requesting your company provide an updated certificate of insurance as required through Hidalgo County's Request for (Bid, Quote, Proposal, Statement of Qualification).

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,

Rocio Villarreal
Contracts Manager
Hidalgo County Purchasing Department