



Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626 / Fax: (956) 318-2629

October 16, 2012

Espinosa Law Firm, LLC
C/O Mercedes S. Espinosa
3415 W. Alberta Road
Edinburg, Texas 78539

Via email: Mercedes@espinosalawfirm.com
Cert. Mail: 7099 3220 0002 9744 7454

Re: C-10-135-01-11
"Legal Services for Civil Service Commission"

Dear Ms. Espinosa:

Hidalgo County Purchasing Department will be requesting Commissioners' Court to consider the County's final one (1) year option to exercise an extension as provided in the current letter of engagement (with new rate structure and same terms and conditions). Please acknowledge receipt of this notice of placement on the Commissioners' Court meeting of October 30, 2012 for discussion, consideration and action, by signing below and returning to the Purchasing Department, by no later than, Monday, October 22, 2012, via facsimile to (956) 956-292-7612 or email to: cris.villarreal@co.hidalgo.tx.us, so as to meet the agenda request form deadlines.

By: _____

Date: _____

10-22-12

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 Qualifications).

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,

Cris Ayala

Gricelda (Cris) Ayala, Buyer III
Hidalgo County Purchasing Department

cc:
department