



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

January 12, 2016

The Espinosa Law Firm
Attn: Mercedes Espinosa
4300 N. McColl Road
McAllen, Texas 78504

via email: mercedes@espinosalawfirm.com

Re: Renewal/Extension for Contract - C-14-021-02-18 Hidalgo County - "Legal Services To Represent Hidalgo County Civil Service Commission"

Dear Ms. Espinosa;

Hidalgo County Purchasing Department will be requesting Commissioner's Court to consider the County's sole option to exercise the extension/renewal for the **(First 1st Year)** of the additional **Two (2) One (1) Year** periods as provided in the current contract (under the same rates terms and conditions). Please acknowledge receipt of this notice for placement on the next Commissioners' Court agenda/meeting of **February 02, 2016** for discussion, consideration and action, by signing below and returning to the Purchasing Department by no later than **Monday, January 25, 2016** (or sooner) via email to: yolanda.velasquez@co.hidalgo.tx.us so as to meet the agenda request form deadlines.

By: _____

Date: _____

Additionally, we are requesting that your company provide an Updated Certificate of Insurance as required through Hidalgo County's Request for (Bid, Quote, Proposal, Statements of Qualifications).

Should you have any questions or require additional information, please do not hesitate to contact me at (956) 318-2626 ext. 4881. Your cooperation in this matter is greatly appreciated and we hope your company continues its business relationship with Hidalgo County.

Sincerely,

Yolanda Velasquez, Buyer III
Hidalgo County Purchasing Department

cc: department