



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

October 18, 2016

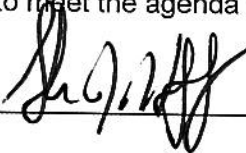
Eligibility Tracking Calculators, LLC
Attn. Alicia Haff
55 Vienna
San Antonio, Texas 78258

via email:
alicia@eligibilitytrackingcalculators.com

Re: Renewal/Extension for Contract –C-16-026-01-05-Hidalgo County Department of Budget Management-Employee Benefit - "Healthcare Reform Employee Tracking Consultant"

Dear Ms. Haff

Hidalgo County Purchasing Department will be requesting Commissioner's Court to consider the County's sole option to exercise the first (1st) year of the two (2) one (1) year renewals 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 **November 08, 2016** for discussion, consideration and action, by signing below and returning to the Purchasing Department by no later than **Friday, October 21, 2016** (or sooner) via email to: yolanda.velasquez@co.hidalgo.tx.us so as to meet the agenda request form deadlines.

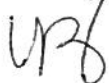
By:  _____

Date: 11/8/16

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