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Edinburg, Texas 78539  
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[www.co.hidalgo.tx.us/purchasing](http://www.co.hidalgo.tx.us/purchasing)

November 3, 2020

Ms. Aissa Acevedo  
Ricoh USA, Inc.

**Delivered via e-mail:** [aissa.acevedo@ricoh-usa.com](mailto:aissa.acevedo@ricoh-usa.com)  
**Term:** Month-to-Month

Re: **Project No.: 2020-610**  
Month-to-Month Status for Human Resource's Ricoh-USA, Inc. Contract No.  
429301-3656564

Dear Ms. Acevedo,

We would like to inform you that pursuant to Commissioners' Court action taken on November 3, 2020, under agenda item 78055, Hidalgo County would like to continue service on contract number 429301-3656564 for the equipment listed below.

Model	Serial Number	C-Serial Number	Equipment ID
Ricoh MPC4504EX	C737M642048	C85138732	14092706

Please accept this as a Request to Continue Service and please continue billing the contract in Month-to-Month renewals immediately after the contract expires for \$395.87 per month under the same rates, terms, and conditions. We thank you for your continued interest in doing business with the County of Hidalgo, Texas. Should you have any additional questions, please feel free to call me at extension 4855.

Sincerely,

Samuel Gonzalez  
Contract Specialist I