



2802 S. Bus. Hwy 281  
Edinburg, Texas 78539  
Phone: (956) 318-2626  
Fax: (956) 318-2629  
[www.co.hidalgo.tx.us/purchasing](http://www.co.hidalgo.tx.us/purchasing)

October 20, 2020

ETC Lite, LLC  
Alicia Haff  
14607 San Pedro Ave., Suite 250  
San Antonio, TX 78232  
210-323-7846

**Delivered via email**  
**Term: January 01, 2021 – December 31, 2021**

**Re: Project No.: 2020-394**  
**C-18-140-07-03 "Healthcare Reform Employee Tracking & Reporting Consultant"**

Dear Ms. Haff:

Be advised that Hidalgo County has chosen the option to exercise the second and final **One (1) Year Extension** under the same rates, terms, and conditions with **ETC Lite, LLC** for the above referenced project.

To proceed, please return the following to Hidalgo County Purchasing Department via email to [samuel.gonzalez@co.hidalgo.tx.us](mailto:samuel.gonzalez@co.hidalgo.tx.us) no later than **3pm on Wednesday, October 28, 2020**:

1. Form 1295 – filed with the Texas Ethics Commission and the Unsworn Declaration filled out
  - a. On box 3, please reference 2020-394.
2. Updated Certificate of Insurance – ensure Hidalgo County is listed as a Certificate Holder
3. Signed Acknowledgment of Receipt of this Notice from an authorized representative

This item will be placed on the agenda for Commissioners' Court approval on November 3, 2020. Failure to submit all items requested in a timely manner, may result in delay of award.

Math Scott  
Authorized Representative Name

[Signature]  
Signature

10/20/2020  
Date

Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Purchasing Department (956) 318-2626, extension 4855.

Sincerely,

Samuel Gonzalez  
Martha L. Salazar, CPPB  
Hidalgo County Purchasing Agent  
P.P. Samuel Gonzalez  
Contract Specialist I