



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

September 15, 2021

Gateway Printing .
315 S. Closner Blvd.
Edinburg, Texas 78539

Delivered via email: rudyp@gatewayp.com

Term: October 14, 2021- October 13, 2022

**Re: Project No. 21-122-ABV – General Printing Services and Related Supplies
Extension 1 of 2 for Contract C-20-018B-10-13**

To whom it may concern,

This letter is to notify you that Hidalgo County has chosen the option to exercise the first(1) of two (2) one **(1) Year Extension** under the same rates, terms, and conditions with **Gateway Printing** for the above referenced project.

To proceed, please return the following to Hidalgo County Purchasing Department via email to alexandra.vela@co.hidalgo.tx.us no later than **3pm on Wednesday, September 22, 2021**:

1. Form 1295 – filed with the [Texas Ethics Commission](#) and the Unsworn Declaration filled out
 - a. On box 3, please reference Project # **21-122-ABV**
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 October 5, 2021. Failure to submit all items requested in a timely manner, may result in delay of award.

		
Authorized Representative Name	Signature	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 4865.

Sincerely,



Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent
P.P. Alexandra Vela
Contract Specialist II