



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

November 23, 2021

Montalvo Insurance Agency, Inc  
P.O Box 2  
Weslaco, Texas  
Attn: Mr. Jessie Villarreal

**Delivered via email:** [Jessie@montalvoinsurance.com](mailto:Jessie@montalvoinsurance.com)  
**Term:** January 1<sup>st</sup>, 2022 – December 31, 2022

**Re: Project No. 21-175-JLC– Excess Workers Compensation  
Extension for Contract C-19-226-12-17**

To Jessie Villarreal,

This letter is to notify you that Hidalgo County has chosen the option to exercise the **One (1) Year Extension** under the same rates, terms, and conditions with **Montalvo Insurance Agency, Inc** for the above referenced project.

To proceed, please return the following to Hidalgo County Purchasing Department via email to [jireh.lcabello@co.hidalgo.tx.us](mailto:jireh.lcabello@co.hidalgo.tx.us) no later than **12 PM Wednesday November 24, 2021**:

1. Form 1295 – filed with the Texas Ethics Commission and the Unsworn Declaration filled out
  - a. On box 3, please reference **21-175-JLC**.
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 30, 2021. Failure to submit all items requested in a timely manner, may result in delay of award.

		
Authorized Representative Name <i>Ramon Montalvo III</i>	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 4868.

Sincerely,

Martha L. Salazar, CPPB  
Hidalgo County Purchasing Agent  
P.P. Jireh Lira Cabello  
Contract Specialist I