



2812 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)

September 16, 2022

Dr. Ivan Melendez  
Attn. Ivan Melendez  
3304 N. Bryan Road  
Mission, Texas 78573

Email: [ivanaenterprise@outlook.com](mailto:ivanaenterprise@outlook.com)  
Term: January 01, 2023 to December 31, 2023

Re: Project No.: E-22 0574-MEG  
Hidalgo County – “Chief Physician Health and Human Services”  
Extension 1<sup>st</sup> for Contract C-19-182-11-19

Dear Dr. Melendez

This letter is to notify you that Hidalgo County has chosen the option to exercise the first One (1) Year Extension under the same rates, terms, and conditions with you for the “Chief Physician Health and Human Services”

To proceed, please return the following to Hidalgo County Purchasing Department via email to [elena.gomez@co.hidalgo.tx.us](mailto:elena.gomez@co.hidalgo.tx.us) no later than 3 pm on Monday, September 19, 2022:

1. Form 1295 – filed with the Texas Ethics Commission and the Unsworn Declaration filled out
  - a. On box 3, please reference **22-0574** – “Chief Physician Health and Human Services”.
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 Tuesday, September 27, 2022. Failure to submit all items requested in a timely manner, may result in delay of award.

Ivan G. Melendez  
Authorized Representative Name

  
Signature

09-16-2022  
Date

Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Elena Gomez, Contract Specialist II at (956) 318-2626, extension 4858.

Sincerely,



Eduardo Belmarez  
Hidalgo County Purchasing Director