



NOTICE

September 11, 2023
GovOS
Attn: Scott Fausto
PO Box 676237
Dallas, TX, 75267-6237

Delivered via email: scott.fausto@kofile.com

Term: November 17, 2023 – November 16, 2024

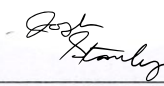
**Re: Extension 1 of 1 for Contract #: C-19-187-10-01
“Records Management and Document Imaging Process”**

Dear Mr. Fausto,

This letter is to notify you that Hidalgo County has chosen the option to exercise the final one (1) year extension under the same rates, terms, and conditions for the above referenced project. To proceed, please return the following to Hidalgo County Purchasing Department via email to janie.moron@co.hidalgo.tx.us no later than **3PM on Friday, September 15, 2023**:

1. Certificate of Interest Parties – Form 1295 [Link to File Form \(state.tx.us\)](http://state.tx.us)
 - a. On box 3, please reference – **19-187**
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 next available Commissioners' Court meeting for approval. Failure to submit all items requested in a timely manner, may result in delay of award.

Josh Stanley		9/12/23
Authorized Representative Name	Signature	Date

Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Janie C. Moron Contract Specialist I, at (956) 318-2626, extension 4874.

Sincerely,



Ignacio Amezcua, MBA, CTCM, CTCD
Hidalgo County Purchasing Director