



NOTICE

December 05, 2023

Montalvo Insurance Agency, Inc.
Attn. Ms. J. Villarreal
208 South Texas Blvd.
Weslaco, Texas 78596

Delivered via email: jessie@montalvoinsurance.com
Term: January 01, 2024 – December 31, 2024

Re: Extension 1 of 2 for Contract #: C-22-0359-12-20
"Excess Workers Compensation Insurance"

Dear Ms. Villarreal,

This letter is to notify you that Hidalgo County has chosen the option to exercise the first (1st) of two (2) 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 yolanda.velasquez@co.hidalgo.tx.us no later than 3:00 **PM on Wednesday, December 06, 2023:**

1. Certificate of Interest Parties – Form 1295 <https://www.ethics.state.tx.us/filinginfo/1295/>
 - a. On box 3, please reference – **C-22-0359-12-20-1st Extension-Excess Workers Compensation Insurance**
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.

<i>Jesusa Villarreal</i>	<i>Jesusa Villarreal</i>	12-5-23
Authorized Representative Name	Signature	Date

Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Yolanda Velasquez, Contract Specialist II, at (956) 318-2626, extension 4881.

Sincerely,

Ignacio Amezcua

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