



NOTICE

October 18, 2024
GovOs
Attn: Mark Nicks
PO Box 676237
Dallas, TX 75267-6237

Delivered via email: mark.nicks@govos.com

Term: November 17, 2024 – May 16, 2025

**Re: Month-to-Month Extension for Contract No. 19-187-10-01
“Records Management & Document Imaging Process”**

Dear Mr. Nicks

This letter is to notify you that Hidalgo County has chosen the option to exercise the month-to-month extension not to exceed six (6) months, 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 amanda.martinez1@co.hidalgo.tx.us no later than **3:00 PM on October 21, 2024**:

1. Certificate of Interest Parties – Form 1295 [Link to File Form \(state.tx.us\)](http://state.tx.us)
 - a. On box 3, please reference – **C-19-187-10-01**
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 the next available Commissioners’ Court. Failure to submit all items requested in a timely manner, may result in delay of award.

Josh Stanley		10/21/24
Authorized Representative Name	Signature	Date

Hidalgo County Purchasing Department appreciates your business. If any further assistance is required, please do not hesitate to call Amanda Martinez, Contract Specialist II at (956) 318-2626, extension 4865.

Sincerely,

Ignacio Amezcua

Ignacio Amezcua (Oct 18, 2024 16:35 CDT)

Ignacio Amezcua MBA, CTCM, CTCD
Hidalgo County Purchasing Director