

Zimbra

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1295 Form and Insurances

From : Evangelina Garcia
<evangelina.garcia@co.hidalgo.tx.us>

Fri, Mar 18, 2016 11:01 AM

 2 attachments

Subject : 1295 Form and Insurances

To : dpeden@porterhedges.com

Honorable David Peden;

Attached for your review for assistance is Exhibit C Insurance Requirements and HB 1295 Information as this will be needed for engagement of services. In order to process the letter of engagement, the County is required, as of January 1, 2016, to comply with Texas Government Code, §2252.908, and the rules issued by the Texas Ethics Commission found in Title 1, Section 46.1, 46.3 and 46.5 of the Texas Administrative Code. In accordance with these requirements for the type of contract being considered, a business must submit a completed Certificate of Interested Parties Form 1295, to the County before the County may enter into a contract with the business entity.

In order for County staff to proceed with necessary process, you must complete Form 1295. You can find the 1295 form through the Texas Ethics Commission at the following website:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

In box 3 of Form 1295, please reflect "Letter of Engagement for Legal Services of Construction of New Courthouse". Once completed, Form 1295 must be signed in the presence of a notary and submitted to our office by the deadline stated below.

In order to maintain the schedule for presentation to Commissioners Court on **March 22, 2016**, the signed notarized Form 1295 must be received in our office completed via fax to (956) 292-7612 or via email to: evangelina.garcia@co.hidalgo.tx.us on or before 12:00 noon, Monday, March 21, 2016. Hidalgo County cannot enter engage into a letter of engagement until Form 1295 is submitted, therefore, failure to timely submit Form 1295 signed, and notarized may result in delay of Commissioners Court approval.

In addition, your Professional Insurance will also need to be submitted as described in Exhibit C.

Appreciate your assistance on this as we have an agenda item ready for this court date of 03/22/16.

Respectfully;

Vangie Y. Garcia, Contract Manager
Hidalgo County Purchasing Department
2812 S. Business Hwy. 281
Edinburg, Texas 78539
Email: evangelina.garcia@co.hidalgo.tx.us
Phone: 956-292-7000-Ext. 4856

 **100208 UPDATED EXHIBIT C-PROFESSIONAL SVCS-ARCHITECTS-ENGINEERS-APPRAISERS-SURVEYOR INSURANCE REQ.pdf**

638 KB

 **HB1295_Info-Packet_Revised.pdf**

775 KB
