



Hidalgo County Purchasing Department  
2812 S. Business Highway 281  
Edinburg, Texas 78539  
(956) 318-2626/ Fax: (956) 318-2629

August 22, 2017

Texas Energy Consultants  
Attn. Robert Peña Jr.  
2516 West Freddy Gonzalez Dr.  
Edinburg, TX 78539

via email: [robjrpena@texas-kwh.com](mailto:robjrpena@texas-kwh.com)

Re: **HB Form 1295 Required/Renewal/Extension Notice**  
**Contract/Renewal# C-15-028-09-01**-Hidalgo County – “Professional Energy Consulting Services-Hidalgo County”

Dear Mr. Peña:

Be advised, that in order to proceed with the County's option to extend/renew its **One (1) year renewal term, under the same rates, terms and conditions as provided in the current contract** with **Robert Peña Jr. dba/ Texas Energy Consultants**. for the referenced project, the County is required, as of **January 1, 2016**, to comply with the **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.

Thus, in order for County staff to process the above referenced extension/renewal; you must complete Form 1295 and file Form 1295 with the Texas Ethics Commission. 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](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

In box 3 of **Form 1295**, provide **Reference No. E-17-241**. Once completed and filed with the Texas Ethics Commission, Form 1295 must be printed and signed in the presence of a notary and submitted to our office by the deadline stated below.

In order to proceed with approval of **Renewal/Extension** for referenced project by **Commissioners Court on August 29, 2017**, the signed notarized **“HB Form 1295”** and **“Extension Notice”** must be received in our office completed **by no later than Thursday, August 24, 2017**. Hidalgo County cannot enter into a contract until Form 1295 is submitted, therefore, failure to timely submit Form 1295 signed, and notarized may result in delay of award.

In, addition, please include your **“Updated Certificate of Insurance”** with acknowledgment of receipt to this notice by signing below and returning to the Hidalgo County Purchasing Department, via email: [yolanda.velasquez@co.hidalgo.tx.us](mailto:yolanda.velasquez@co.hidalgo.tx.us) by no later than date reflected above.

By: \_\_\_\_\_  
Mr. Robert Peña Jr.

Date: \_\_\_\_\_

Hidalgo County Purchasing Department welcomes and appreciates your participation in the contract process. If any further assistance is required, please do not hesitate to call the Purchasing Department (956)318-2626.

Sincerely,

*Martha L. Salazar*

Martha L. Salazar, CPPB  
Hidalgo County Purchasing Agent

MLS/yzv  
Enclosures