



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

December 6, 2017

Gregorio Pina, III, PhD
1200 S. 2nd, Suite B9
McAllen, Texas 78501

via email: gregpinaphd@gmail.com

Re: **HB Form 1295 Required/Renewal/Extension Notice**
C-16-357-12-13 – "Psychological Evaluation Services"- HIDALGO COUNTY

Dear Dr. Pina:

Be advised, that in order to proceed with the with the County's option to extend/renew for an additional **One (1) Year term, under the same rates, terms and conditions** with **Gregorio Pina, III., PhD** for the above-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/renewal 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 and file Form 1295 with the Texas Ethics Commission. Form 1295 can be found at the following website:

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

In **box 3 of Form 1295**, provide reference No. **E-18-EXT-HGO**. 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 December 19, 2017**, the signed notarized "**HB Form 1295**" and "**Extension Notice**" must be received in our office completed via fax to (956) 292-7612 or via email to: heidi.ortiz@co.hidalgo.tx.us **by no later than Monday, December 11, 2017**. Hidalgo County cannot enter into a contract/renewal until Form 1295 is submitted, therefore, failure to timely submit Form 1295 signed, and notarized may result in a delay of the 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: heidi.ortiz@co.hidalgo.tx.us by no later than date reflected above.

By:


Gregorio Pina, III., PhD

Date:

12/10/2017
12/11/2017

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, CPPB
Hidalgo County Purchasing Agent

MLS/hgo