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[www.co.hidalgo.tx.us/purchasing](http://www.co.hidalgo.tx.us/purchasing)

January 23, 2018

Ray Jones

Bidder's name

P O Box 565

Address

Mercedes, TX 78570

City, State, Zip Code

Attn: Mr. Ray Jones

via email: [rcjones@netzero.net](mailto:rcjones@netzero.net)

Re: **Extension No.: 2018-040**

**HIDALGO COUNTY – Pct. No. 1**

**Request for Bid - Lease of Parcel for Citizen Collection Site-Mercedes-Hidalgo County Precinct No. 1**

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Dear Mr. Ray Jones

Be advised, that County has chosen the option to exercise the **SECOND (2<sup>nd</sup>) of TWO (2) ONE YEAR EXTENSIONS** of the term, under the same rates, terms and conditions with **RAY JONES** for the referenced project. However in order to proceed with the approval of the extension, 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 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 the No.: [2018-040](#) shown above. Once completed and filed with the Texas Ethics Commission, Form 1295 must be printed and signed an “*unsworn declaration*” and submitted to our office by the deadline stated below.

In order to maintain the schedule for presentation to Commissioners Court, the signed an “*unsworn declaration*” Form 1295 must be received in our office completed via fax to (956) 292-7612 or via email to: [yvette.salinas@co.hidalgo.tx.us](mailto:yvette.salinas@co.hidalgo.tx.us) by no later than **Thursday, January 25, 2018 at 4:30pm**. In addition, please include your “Updated Certificate of Insurance” with signed HB Form 1295.

**Hidalgo County cannot enter into a contract until Form 1295 is submitted, therefore, failure to timely submit Form 1295 signed an “*unsworn declaration*” may result in delay.**

Hidalgo County Purchasing Department welcomes and appreciates your participation in the bid process.

If any further assistance is required, please do not hesitate to call the Purchasing Department (956) 318-2626.

Sincerely,

*Yvette Salinas*

Yvette Salinas

Hidalgo County Purchasing Department