



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

May 14, 2018

Francine Rose, Senior Data Analyst
Jose Mejia, Site Administration Specialist II
SBA Towers IV, LLC
8051 Congress Avenue
Boca Raton, Florida 33487

via email: frose@sbsite.com
via email: jmejia@sbsite.com

Re: HB Form 1295 Required/Renewal/Extension Notice
Original Contract Number - C-10-043-08-03 – "Lease of Tower Space (La Joya Tower Site) for Hidalgo County Sheriff's Office"
Current Contract Number – E-17-200-07-25

Dear Ms. Rose & Mr. Mejia:

Be advised that Hidalgo County has chosen to exercise the option to extend the Eight (8th) of nine (9) one (1) year term contract under the same rates, terms, and conditions with SBA Towers IV, LLC for the above-referenced project. In order to proceed, as of January 1, 2016, the County is required, 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/renewal 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-18-108-HGO**. Once completed and filed with the Texas Ethics Commission, Form 1295 must be printed and signed and submitted to our office by the deadline stated below.

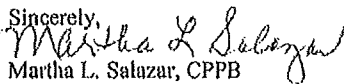
In order to proceed with approval of **Renewal/Extension** for the above-referenced project by Commissioners Court, the signed "HB Form 1295" and "Extension Notice" must be received in our office completed via fax to (956) 292-7612 or via email to: heidi.ortiz@co.hidalgo.tx.us by no later than Monday, May 21, 2018. 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 the date reflected above.

By: _____

Date: 5-30-18

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

Alyssa Houlihan
Vice President, Site Leasing

MLS/hgo