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www.co.hidalgo.tx.us/purchasing

October 9, 2018

ADAPCO, Inc.
550 Aero Lane
Sanford, Florida 32771

Via email: krussell@myadapco.com

60 Day Extension Grace Period
Effective: Dec. 15, 2018 - Feb. 12, 2019

Re: **HB Form 1295 & Renewal/60 Day Extension Notice**
C-17-159-09-05 --"Purchase of Mosquito Control Chemicals"-Hidalgo County

Dear Ms. Russell:

Be advised, that in order to proceed with the County's option to extend/renew for an additional **sixty (60) day grace period, under the same rates, terms and conditions** with **ADAPCO, Inc.**, 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

In **box 3 of Form 1295**, provide **60 DAY EXT. CONTRACT No. C-17-159-09-05**. 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/Grace Period Extension** for referenced project, by **Commissioner's Court**, the signed "**HB Form 1295**", "**Extension Notice**" and a current "**Certificate of Liabilities**", must be received in our office completed via fax to (956) 292-7612 or via email to: sandy.suarez@co.hidalgo.tx.us, **by no later than Tuesday, Oct. 16, 2018, by 2:00 P.M.** Hidalgo County cannot enter into a contract until Form 1295 is submitted, therefore, failure to timely submit Form 1295 signed, may result in delay of award.

In, addition, please sign the acknowledgment of receipt to this notice by signing below and returning to the Hidalgo County Purchasing Department, via email: sandy.suarez@co.hidalgo.tx.us by no later than date reflected above.

By: _____

Date: _____

10/9/18

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

Martha L. Salazar, CPPB
Hidalgo County Purchasing Agent

MLS/sgs
Enclosures