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Edinburg, Texas 78539
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www.co.hidalgo.tx.us/purchasing

January 08, 2019

GBB Rentals, LTD

Spencer Bell, Manager

5210 Garrett Rd.

Harlingen, Texas 78552

P (956) 551-7662 **F** (956) 968-9222

via email: sbell2870@yahoo.com

Re: HB Form 1295 & Holdover
E-17-322-10-31—"Lease of Office Space in the City of Weslaco"-Hidalgo County WIC Program

Dear Mr. Bell:

Be advised that Hidalgo County will be utilizing the Holdover Provision (Section 1.3) available on contract E-17-322-10-31 (attached) **under the same rates, terms and conditions** with **GBB Rentals, LTD.**, for the referenced project while procurement process is completed, 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 **EXTENSION CONTRACT No. E-17-322-10-31**. Once completed and filed, "*unsworn declaration*" Form 1295 must be printed, signed and submitted to our office by the deadline stated below.

In order to proceed with "**Holdover**" for referenced project, by **Commissioner's Court on January 15, 2019**, the signed "**HB Form 1295**" and "**Holdover Notice**" must be received in our office completed via email to: yolanda.velasquez@co.hidalgo.tx.us **by no later than Wednesday, January 09, 2019**. 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: yolanda.velasquez@co.hidalgo.tx.us by no later than date reflected above.

By: _____

Date: 1-8-2019

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