



2812 S. Bus. Hwy 281  
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[www.co.hidalgo.tx.us/purchasing](http://www.co.hidalgo.tx.us/purchasing)

August 5, 2019

**Julcar, LLC**  
**Attn: Agustin Martinez, MD**  
**910 S. Clossner Blvd**  
Edinbrug, Texas 78539

via email: [ysalinas@wcstrgv.com](mailto:ysalinas@wcstrgv.com)

**Re: HB Form 1295 Required/Renewal/Extension Notice**  
**Contract/Renewal# E-18-125-09-18-Lease Office Space-City of McAllen-WIC Program**

Dear Dr. Martinez:

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 **Julcar, LLC**, 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](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

In **box 3** of **Form 1295**, provide **CONTRACT No. E-2019-176**. 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**, the signed notarized **"HB Form 1295"** and **"Extension Notice"** must be received in our office completed **by no later than Thursday, August 8, 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 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 [alexandra.vela@co.hidalgo.tx.us](mailto:alexandra.vela@co.hidalgo.tx.us) by no later than date reflected above.

By:

Agustin Martinez, MD

Date:

8/7/19

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  
Purchasing Director

MLS/abv  
Enclosures