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www.co.hidalgo.tx.us/purchasing

June 01, 2020

Unifirst Holdings, Inc.
Attn: Mr. Mario Castellano
515 E. Beech Ave.
McAllen, TX 78501

Via email: Mario_Castellano@unifirst.com

Re: HB Form 1295 Required/Renewal/Extension Notice
Original Contract# C-17-045-05-30-"Rental of Industrial Uniforms- Hidalgo County"


Dear Mr. Castellano:

Be advised, that County has chosen the option to exercise the sixty (60) day extension (under same rates, terms and conditions) with **Unifirst Holdings Inc.** for the referenced project. However, in order to proceed with approval of the extension, 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.

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 **CONTRACT No. E-19-097** 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 proceed with approval of the **60 Day Grace Period** for the referenced project by **Commissioners Court on June 09, 2020**, the signed "**HB Form 1295**" and "**60 Day Grace Period Notice**" must be received in our office completed via fax to (956) 292-7612 or via email to: alexandra.vela@co.hidalgo.tx.us **by Friday, June 05, 2020, no later than 10:00 A.M.** Hidalgo County cannot enter into a contract until Form 1295 is submitted, therefore, failure to timely submit a signed Form 1295, 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 by no later than date reflected above.

By: 
Mr. Mario Castellano

Date: 6-8-20

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/abv
Enclosures