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Edinburg, Texas 78539  
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[www.co.hidalgo.tx.us/purchasing](http://www.co.hidalgo.tx.us/purchasing)

October 14, 2020

AMI Risk Consultants  
Attn: Bob Ingco  
1336 SW 146 CT  
Miami, FL 33184

email: [bobingco@amirisk.com](mailto:bobingco@amirisk.com)

TERM: Jan 01, 2021 to Dec. 31, 2021

**Re: Renewal/Extension Notice/HB 1295 Form Required  
Contract/Renewal# C-18-158-10-30 / New Extension No E-20-392  
Hidalgo County "Compensation Loss & Funding Projections Actuarial Study"**

Dear Mr. Ingco

Be advised, that County has chosen the option to exercise the first (1st) one of two (2) one (1) year renewal terms, under the same rates, terms and conditions as provided in the current contract with your company 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.

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 **Reference No. E-20-392**. 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 maintain the schedule for presentation to Commissioners Court, the signed and "*unsworn declaration*" Form 1295 must be received in our office completed by no later than 9:00 a.m. on Friday, October 16, 2020. Hidalgo County cannot enter into a contract until Form 1295 is submitted, therefore, failure to timely submit Form 1295 signed an "*unsworn declaration*" may result in delay of renewal.

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: [yolanda.velasquez@co.hidalgo.tx.us](mailto:yolanda.velasquez@co.hidalgo.tx.us), by no later than date reflected above.

By:

  
Aguedo M. Ingco

Date: October 16, 2020

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,

*Yolanda Velasquez*

Yolanda Velasquez,  
Contract Specialist II