



2802 S. Bus. Hwy 281  
Edinburg, Texas 78539  
Phone: (956) 318-2626  
Fax: (956) 318-2629  
www.co.hidalgo.tx.us/purchasing

December 28, 2020

Sierra Title of Hidalgo County, Inc

Bidder's name

Attn: Matthew T. Wilson, VP Escrow

3401 N. 10<sup>th</sup> Street

Address

McAllen, Texas 78501

City, State, Zip Code

email: [nellym@sierratitle.com](mailto:nellym@sierratitle.com)

**Re: HB Form 1295 Required/Renewal/Extension Notice**  
**Contract/Renewal# C-20-015-03-10-Hidalgo County – "Expansion of Title Company Services Pool"**

Dear Mr. King,

Be advised, that in order to proceed with the County's option to extend/renew its one year renewal option, under the same rates, terms and conditions as provided in the current contract with **Sierra Title of Hidalgo County, 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.

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-20-572A** 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 approval of **Renewal/Extension** for referenced project by **Commissioners Court on January 19, 2021**, the signed notarized "**HB Form 1295**" and "**Extension Notice**" must be received in our office completed **by no later than Friday, January 15, 2021 or sooner if possible**. Hidalgo County cannot enter into a contract until Form 1295 is submitted, therefore, failure to timely submit Form 1295 signed, and notarized 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: \_\_\_\_\_

Date: \_\_\_\_\_

12/29/20

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

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2020-701773

Date Filed:  
12/29/2020

Date Acknowledged:

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Sierra Title of Hidalgo County, Inc.  
McAllen, TX United States

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

County of Hidalgo

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

C-20-015-03-10  
E-20-572A Expansion of Title Company Service Pool

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Moffitt, James	McAllen, TX United States	X	
	Moshel, W.D.	McAllen, TX United States	X	
	King, , John	McAllen, TX United States	X	

**5 Check only if there is NO Interested Party.**

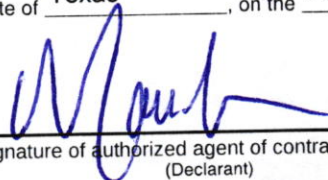
**6 UNSWORN DECLARATION**

My name is Matthew T. Wilson, and my date of birth is 10/05/1979.

My address is 3401 N. 10th St, McAllen, TX, 78501.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Hidalgo County, State of Texas, on the 29 day of December, 2020.  
(month) (year)

  
\_\_\_\_\_  
Signature of authorized agent of contracting business entity  
(Declarant)

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McAllen, TX United States

Certificate Number:  
2020-701773

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12/29/2020

Date Acknowledged:  
01/06/2021

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County of Hidalgo

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C-20-015-03-10  
E-20-572A Expansion of Title Company Service Pool

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	King, , John	McAllen, TX United States	X	

**5 Check only if there is NO Interested Party.**

### 6 UNSWORN DECLARATION

My name is \_\_\_\_\_, and my date of birth is \_\_\_\_\_.

My address is \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(month) (year)

\_\_\_\_\_  
Signature of authorized agent of contracting business entity  
(Declarant)