



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

January 15, 2021

P, R & S, LLC  
Attn. Sally Gavlik  
13746 Eaglenest Bay  
Corpus Christi, TX 78418

email: [sally361@yahoo.com](mailto:sally361@yahoo.com)

**Re: Renewal/Extension Notice/HB 1295 Form Required**  
**Contract/Renewal# C-18-046-01-30 / New Extension No E-20-540**  
Hidalgo County – Consulting Services

Dear Ms. Gavlik

Be advised, that County has chosen the option to exercise the **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-20-540**. 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 11:00 a.m. on Thursday, Tuesday, January 19, 2021. 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:  Date: 1-18-2021

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