



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

July 13, 2016

NOTICE OF INTENT TO AWARD

Helmer Inc. DBA Helmer Scientific
14400 Bergen Blvd.
Noblesville, IN 46060

Dear: Ms. Fallis

Collin County intends to award, upon approval by Commissioners' Court, all or part of IFB 2016-180, Pharmaceutical Vaccine Refrigeration Units, to your company.

Effective January 1, 2016 the State of Texas now requires Form 1295, Certificate of Interested Parties to be completed.

The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

Additional information, including instructional videos, is available on the Texas Ethics Commission website. The disclosure form may be accessed and electronically completed at https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm. Please follow directions for "Business Entity" and e-mail your executed and notarized form to Matt Dobecka at mdobecka@co.collin.tx.us with "Form 1295" in the subject line by 5:00 PM on (Date).

Once we have received and acknowledged your form with the Texas Ethics Commission, solicitation IFB 2016-180 will be presented to Commissioners' Court for award.

Thank You.

Judy Davis
Buyer II

C: File