

AMENDMENT OF SOLICITATION



|                                 |   |  |  |
|---------------------------------|---|--|--|
| 1. AMENDMENT<br><br><b>A002</b> | 2. EFFECTIVE DATE<br><br><b>June 21, 2016</b> | 3. REQUISITION NO./P.O. NO.<br><br>N/A |  |
|---------------------------------|---|--|--|

4. ISSUED BY  
 Purchasing & Strategic Sourcing Division  
 City of El Paso  
 City 1  
 300 N. Campbell, 1<sup>st</sup> Floor  
 El Paso, Texas 79901-1153

|   |  |
|---|--|
| 5A. AMENDMENT OF SOLICITATION NO. <b>2016-1029R</b><br><br>TITLED: STRESS MANAGEMENT FOR FIREFIGHTERS | 5B. BID DUE DATE:<br><br><b>July 6, 2016</b> |
|---|--|

6. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 7. The hour and date specified for receipt of offers  is EXTENDED or  NOT EXTENDED.

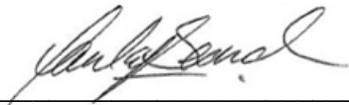
All amendments must be acknowledged on the "SOLICITATION OF OFFERS". Failure to do so may be cause for rejection of offer.

7. DESCRIPTION OF AMENDMENT

A. Add instructions related to form 1295

EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE DOCUMENTS, AS HERETOFORE CHANGED, REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.

CITY OF EL PASO  
**BRUCE D. COLLINS**  
**PURCHASING DIRECTOR**

BY   
 Paula Beard  
 Procurement Analyst

Approved by \_\_\_\_\_  
 Terrance Freiburg  
 Purchasing Agent



**Business Entity: Disclosure of Interested Parties Texas**  
**Government Code § 2252.908**  
**Form 1295**

**This Form is required in the submission of your bid or proposal:**

The Texas Legislature adopted House Bill 1295 in 2015. HB 1295 added Section 2252.908 to the Government Code. Under this new law, any business entity that enters into a contract with the City of El Paso that requires the approval of the City Council must submit a “Disclosure of Interested Parties” to the City prior to the execution of the contract. This form, the “Disclosure of Interested Parties” form was promulgated by the Texas Ethics Commission, and is the “Form 1295”.

The Texas Ethics Commission was also charged with promulgating rules to implement Section 2252.908 of the Government Code. The rules adopted by the Texas Ethics Commission are located at Sections 46.1, 46.3, and 46.5 of Title 1 of the Texas Administrative Code.

The Texas Ethics Commission’s website is: [www.ethics.state.tx.us](http://www.ethics.state.tx.us). The area of their website pertaining to Form 1295 is: [www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](http://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

All business entities are encouraged to visit the Texas Ethics Commission website, which contains Frequently Asked Questions, instructional videos, and much more information on HB1295/Section 2252.908 requirements and/or to consult with their own counsel.

Once the business entity has completed their electronic filing of Form 1295, then the business entity must print out the form and sign and notarize the form. The form must be submitted with your bid or proposal.

If your firm is selected for award, the Purchasing & Strategic Sourcing Department will go to the Texas Ethics Commission website to submit electronic confirmation of the City’s receipt of the completed, signed, and notarized Form 1295.

# EXAMPLE

## CERTIFICATE OF INTERESTED PARTIES

## FORM 1295

OFFICE USE ONLY

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.

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

*Please enter your business entity information*

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

*The City of El Paso*

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 goods or services to be provided under the contract.

*Enter City of El Paso contract, solicitation, or reference number*

| 4<br>Name of Interested Party  | City, State, Country<br>(place of business) | Nature of Interest (check applicable) |              |
|--|---|---------------------------------------|--------------|
|  |   | Controlling                           | Intermediary |
| <i>For information see Section 2252.908 of the Texas Government Code, Sections 46.1, 46.3, and 46.5 of Title 1 of the Texas Administrative Code, and the Texas Ethics Commission website</i> |   |                                       |              |
|  |   |                                       |              |
|  |   |                                       |              |
|  |   |                                       |              |
|  |   |                                       |              |
|  |   |                                       |              |

5 Check only if there is NO Interested Party.

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

*Please sign and notarize form before submitting to the City of El Paso Purchasing & Strategic Sourcing Department*

\_\_\_\_\_  
Signature of authorized agent of contracting business entity

Sworn to and subscribed before me, by the said \_\_\_\_\_, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, to certify which, witness my hand and seal of office.

\_\_\_\_\_  
Signature of officer administering oath

\_\_\_\_\_  
Printed name of officer administering oath

\_\_\_\_\_  
Title of officer administering oath

**ADD ADDITIONAL PAGES AS NECESSARY**