

EXHIBIT "A"

HIDALGO COUNTY - WIC PROGRAM
"LEASE OF OFFICE SPACE - EDINBURG WIC CLINIC"
07-119-00-00CGV

REQUIREMENTS AND/OR TERMS AND CONDITIONS

1. The awarded bidder of the contract will ensure that the facilities (toilets, water, faucets, air conditioning, heating, etc.) within the building are working properly before and during the rental of the building and will provide all upkeep and maintenance under the contract;
2. Any and all repairs will be on a timely manner as prioritized by the Hidalgo County WIC Director;
3. Hidalgo County reserves the right to continue this bid for a sixty (60) day grace period at the end of the contract term to allow for continued service due to any unforeseen delay in award of new bid for the next contract term;
4. Any renewal or extension of this lease shall be on the same terms and conditions as provided in the current contract;
5. The awarded vendor shall adhere to the following insurance requirements:
 - Property insurance policy shall provide that any proceeds for loss or damage to building or to improvements shall be payable solely to Lessor, which sum shall be used by Lessor for repair and restoration purpose.
 - Certificates of insurance shall be submitted to WIC Office for approval prior to rental services being performed by Lessor hereunder.
6. Each policy of insurance required hereunder shall extend for a period equivalent or longer than the term of this Lease, and any insurer hereunder shall be required to give at least thirty (30) days written notice to the County prior to the cancellation of any such coverage on the termination date or otherwise the lease shall be automatically suspended upon the cancellation or other termination or required insurance policy hereunder.

**HIDALGO COUNTY WIC PROGRAM
LEASE OF OFFICE SPACE- CITY OF EDINBURG
SPECIFICATIONS**

RFB NO: 07-119-00-00CGV

1. Said office shall have designated rooms or areas for conducting the following WIC functions, including but not limited to:

Reception area, Nutrition Education, Counseling room, Issuance of food cards via computers, WIC Lab and Immunization area. (According to floor plan designed by WIC Director)
2. The building shall consist of a minimum 2500 square feet to a maximum of 3000 square feet of available space to provide WIC services (or any other department or agency of Hidalgo County). The said office shall be located in the South side of Edinburg so as to provide services in the service area.
3. Bidder shall charge by the square foot.
4. The building shall meet all ADA accessibility requirements and shall be fully handicap accessible for all parking facilities provided by landlord.
5. Bid premises shall have handicapped accessible restroom facilities for both men and women and separate restroom facilities for employees.
6. Bidder shall maintain liability insurance on the proposed building. Bidder shall also maintain insurance against fire, accidental, mold and natural disaster.
7. Central air/heating will be provided for ample cooling/heating of the entire building. Maintenance of central air & heating will be the responsibility of the Lessor.
8. The public parking lot shall consist of at least thirty (30) spaces with no less than two (2) designated handicapped parking space with ramp access available from such spaces leading to the building.
9. If a new building is to be constructed, there should be a completion date of approximately 120 days from the date of bid award. If completion date is not met, bid will become null/void.
10. An existing building must be ready for occupancy with all specifications completed and in compliance with the Americans with Disabilities Act, ninety (90) days from the date of the award of the bid or the award will become null/void.
11. The floor plans for the building will be constructed according to the WIC Program Director. If present building needs renovation, renovations will be made by lessor

and at lessor's cost.

12. Building shall be in good working condition to provide services to clients.
13. The award of the bid will be evident by a written lease agreement in a form acceptable to Hidalgo County.

Term:

- The term of the lease will be for a period of five (5) years. During initial lease term and any renewals or extensions permitted herein, contract will have a sixty (60) day termination/cancellation clause.

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BID NO.: 07-119-00-00CGV

BID PAGE

BID PRICE PER SQUARE FOOT: \$ _____

TOTAL MONTHLY BID PRICE: \$ _____

TOTAL SQUARE FEET ON PROPOSED OFFICE BUILDING: _____

PHYSICAL LOCATION OF PROPOSED BUILDING: _____

PARTICIPATING BIDDER'S INFORMATION

BIDDER'S NAME: _____

ADDRESS: _____

CITY/STATE/ZIP CODE: _____

PHONE NUMBER: _____

FAX No: _____ **CELLULAR No:** _____

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____