

Bid  
for  
**HIDALGO COUNTY CSA PROGRAM**  
**"LEASE OFFICE SPACE CSA IN CITY OF EDINBURG"**  
**BID NO.: 07-011-06-13-jmt**

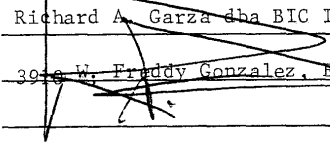
To: Martha L. Salazar, CPPB, Purchasing Agent  
Hidalgo County Purchasing Department  
100 E. Cano, 4<sup>th</sup> Floor - Administration Building  
Edinburg, Texas 78539

In accordance with the Specifications, and subject to all laws and regulations of the United States and state and local laws, the undersigned bidder proposes and commits to furnish all labor, equipment, material, software and services as set forth in the documents hereinbefore mentioned. The undersigned bidder further agrees, upon acceptance of its bid, to execute a contract and/or Purchase Order issued by Hidalgo County for performing and completing the work described in the Specifications within the time stated and for the prices proposed in the documents attached hereto and made a part hereof.

Bidder acknowledges receipt of all of the pages of the documents referenced in the Invitation to Bid Checklist presented in connection with this procurement. Bidder understands that Hidalgo County reserves the right to reject any or all bids and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid.

Bidder agrees that this bid shall be good and may not be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receiving bids, as contained in the Specifications.

Respectfully submitted,

Bidder: Richard A. Garza dba BIC Investments  
Address: ~~3016 W. Freddy Gonzalez, Edinburg, Texas 78539~~  
By:   
Printed Name: Richard A. Garza  
Title: Owner

## EXHIBIT "A"

THE COUNTY OF HIDALGO - COMMUNITY SERVICE AGENCY  
"Lease Office Space CSA in the City of Edinburg"  
BID No. 07-011-06-13-jmt  
Bid Opening Date: Wednesday June 13, at 9:30 a.m.

### SPECIFICATIONS, REQUIREMENTS AND OTHER TERMS & CONDITIONS

#### SCOPE OF PROJECT:

Building should be in good working condition. Said office space shall have the designated rooms or areas for conducting the following functions: reception area, conference room, lounge area and two (2) storage rooms, said office space Must be located at the following: **Parameter: Within the City of Edinburg, TX.**

#### SPECIFICATIONS:

1. Must provide a min. of 14,000 square feet to a max. of 17,000 square feet of available tile floor space to perform CSA services. Building be well insulated with an ERA rating of minimum of eleven (11).
2. The building will meet all ADA accessibility requirements and shall be fully handicap accessible from all parking facilities. Lessor must provide documented proof that the building is asbestos free.
3. Building must have handicapped accessible toilet, facilities for both men and women and separate bathroom facilities for employees.
4. 30 parking spaces should be made available with at least two (2) designated handicap parking spaces, with ramp access available from such spaces to the building.
5. Bid premises must have water, sewer, natural gas and electricity, central air and heating of the entire building, including garbage pick up.
6. Lessor will be responsible for electrical, air and cooling maintenance, also by keeping entire building free of mold at all times.
7. Building shall be safe from rodents & insects prior to occupancy by the CSA Program staff. Also be responsible and at Lessor's expense for pest control and floor maintenance throughout term of this contract.
8. The complete space will be inspected by CSA Program Director, before lease contract is in place, in order to verify status and kind of business activity within the building.

## EXHIBIT "A"

BID No. 07-011-06-13-jmt Cont.

### REQUIREMENTS:

1. Bidder will maintain liability insurance on the building plus insure building for fire, accident and natural disaster, Also, bidder shall maintain liability insurance on the premises, as described and listed in: **Insurance Requirements: See Exhibit "C" attached.**
2. An existing building must be ready for occupancy with all specifications completed and in compliance with the Americans with Disabilities Act, (ADA) and 90 days from the date of awarding bid or the award will become void/null. Lessor must provide legal description of the property.
3. If a New building comes available, Hidalgo County will consider as main option for this project.
4. The floor plans of the building will be constructed according to the Program Director. If present building needs a renovation; the renovation work will be made by lessor and at lessor's cost.

### TERMS & CONDITIONS:

1. Term of contract shall be for a period of three (3) years under Option I. Option II shall include the County's option to renew contract for one (1) additional year under the same terms and conditions as the initial three years period. Lease will have a sixty (60) day cancellation clause.
2. Bidder must charge by the square foot for the rental space.
3. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract
4. If a new building is to be constructed there should be a completion date of approximately one hundred and twenty (120) days from date bid was awarded. If completion date is not met, bid will become void/null.
5. After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidder(s) and/or in complying with the contract agreement, Hidalgo County reserves the right to seek the services of the next lowest bidder(s). In such event, Hidalgo County shall charge the successful bidder the difference for any additional cost to the County.
6. Hidalgo County reserves the right to hold bids for a period of sixty (60) days without taking any action.

**Any contract awarded to a successful bidder will be in effect until: (a) the contract expires (b) delivery and acceptance of products and/or performance of service ordered, or (c) terminated by County with sixty (60) day's written notice prior to cancellation.**

**EXHIBIT "B"**

**BID FORM**

**THE COUNTY OF HIDALGO - CSA PROGRAM  
"Lease Office Space CSA in City of Edinburg"  
BID No.: 07-011-06-13-jmt**

**OPTION I. Initial three (3) years term:**

Monthly charge for "Lease Office Space in the City of Edinburg" as requested, but not limited to, in the Specifications as listed Exhibit "A" of this document and under the terms and conditions described for the initial three (3) year term of the contract.

Price at \$ \_\_\_\_\_ per square foot. Bldg. Qty. of \_\_\_\_\_ sq. ft.  
Please write/spell out your bid below in dollars and cents: **Total square feet**

**OPTION II. Initial three-years term with an additional one-year-renewal, at County's option:**

Monthly charge for "Lease Office Space in the City of Edinburg" as requested, but not limited to, in the Specifications as listed in Exhibit "A" of this document and under the terms and conditions described for the initial three (3) years term with an additional one-year (1) renewal at the County's option to renew.

Price at \$ .794118 per square foot. Bldg. Qty. of 17,000 sq. ft.  
Please write/spell out your bid below in dollars and cents: **Total square feet**

THIRTEEN THOUSAND FIVE HUNDRED AND NO/100THS DOLLARS (\$13,500.00) per month

Proposed (address) Location: 2524 N. Closner Edinburg, TX.

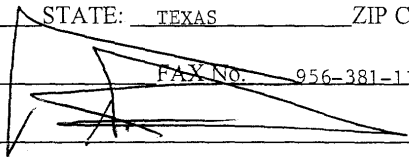
ZC 78539

BIDDER/COMPANY NAME: RICHARD A. GARZA dba BIC INVESTMENTS

ADDRESS: 3910 W. FREDDY GONZALEZ

CITY: EDINBURG STATE: TEXAS ZIP CODE: 78539

PHONE No: 956-383-6295 FAX NO: 956-381-1176

AUTHORIZED SIGNATURE: 

PRINTED NAME: Richard A. Garza

TITLE: Owner