

MEMORANDUM

TO: ALL PRECINCTS & BUILDING & GROUNDS

FROM: Yvette Islas, Buyer
Purchasing Department *YI*

DATE: February 07, 2008

RE: Approval of DRAFT specifications for: RFB No. 08-013-00-00-YSI
"STRIPING OF COUNTY ROADS, COUNTY PARKING LOTS, & MISC
COUNTY OWNED SITES"

Please review the attached draft specifications for your organization for the above referenced project. Please sign off to indicate your approval, disapproval, or add information if needed to these draft specifications and remit your response to the Purchasing Department no later than **Monday, February 11, 2008.**

Should you have any questions, please do not hesitate to call me at (956) 318-2626. Thank you for your assistance.

[Signature]

APPROVAL OF SPECIFICATIONS
DISSAPPROVAL OF SPECIFICATIONS
BUDGET ACCOUNT #

Add additional information to the bid packet: _____

Add: Marking on Red Curb for Fire Lane & No Parking
Add: on parking lot's crossing on crosswalk from ADA
to Facility

AUTHORIZED SIGNATURE

PRINTED NAME

DATE

**Submit this form to the Hidalgo County Purchasing Department via
fax: (956) 292-7612 or via e-mail: yvette.islas@co.hidalgo.tx.us
by Monday, February 11, 2008.**

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/

APPROVAL OF SPECIFICATIONS

DISSAPPROVAL OF SPECIFICATIONS

B-1207-431-00-123-005-0-433
B-1203-431-00-123-005-0-731

BUDGET ACCOUNT #

Add additional information to the bid packet: _____

J. Islas

AUTHORIZED SIGNATURE

Yvette G. Collier

PRINTED NAME

2/11/08

DATE

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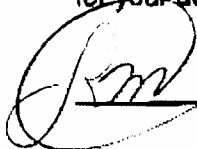
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APPROVAL OF SPECIFICATIONS

DISSAPPROVAL OF SPECIFICATIONS

8-1204431-00-124-0070731

BUDGET ACCOUNT #

Add additional information to the bid packet: _____



AUTHORIZED SIGNATURE

JUAN M. CARRANZA

PRINTED NAME

2-20-08

DATE

**Submit this form to the Hidalgo County Purchasing Department via
fax: (956) 292-7612 or via e-mail: yvette.islas@co.hidalgo.tx.us
by Monday, February 11, 2008.**

EXHIBIT "A"

HIDALGO COUNTY "STRIPING OF COUNTY ROADS, COUNTY PARKING LOTS & MISC COUNTY OWNED SITES" BID NO.: 08-013-00-00-YSI

REQUIREMENTS

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SCOPE OF SERVICES:

The services contract will encompass all project-related labor and materials for striping of county roads, county parking lots and miscellaneous county owned sites for the County of Hidalgo including, but not limited to, the following:

1. All costs and expenses associated with the preparation and submission of bids shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed on to Hidalgo County.
2. Striping of county roads, parking lots, & miscellaneous county owned sites will be on an **as needed and as requested basis only**.
3. Hidalgo County reserves the right to award the bid to one bidder or to multiple bidders if the County determines it is in its best interest to do so.
4. Delivery hours will be arranged with requestor when requiring striping of county roads, county parking lots, and miscellaneous county owned sites.
5. The contract will be in effect for a period of (2) two years from bid award date with the County's option to extend for (1) one additional year under the same terms and conditions at the end of the contract term.
6. 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 term.
7. The contract shall remain in effect until contract expires, delivery/completion of services ordered or terminated by either party with a thirty (30) day written notice prior to any cancellation.
8. Hidalgo County reserves the right to reject any/all bids, to waive any/all formalities or technicalities, or to accept the bid considered the best and most advantageous to the County.
9. **Insurance (requirements) certificates** must be submitted to Hidalgo County Purchasing Department for approval prior to any services being performed which is applicable to the

awarded bidder in accordance to **Exhibit "C" attached.**

10. The bidder(s) awarded the contract **cannot** engage the services of a **subcontractor without prior written consent of Hidalgo County** for retention of a subcontractor to perform services hereunder. The successful bidder(s) must present evidence that the proposed subcontractor possesses all the necessary licenses and permits to perform the services and that the subcontractor has obtained the required insurance coverages as outlined in Exhibit "C".

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11. **Market Volatility and Unit Price Adjustments:** Hidalgo County recognizes that during periods of national crisis and unstable economic conditions, unforeseen price increases might affect costs for goods and services contracted on an annual basis. The following procedure may be employed to mediate price volatility:

- a) **Requesting Price Adjustment:** Upon written request of the Vendor to the County Purchasing Agent, the County may review evidence of prevailing industry-wide market conditions that warrant an adjustment in bid prices contained in the contract.
- i) A Vendor must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document. Such written request must be accompanied by a certified copy of the supplier's advisory or notification to the vendor of the price changes.
 - ii) The Vendor must put the Purchasing Agent on the mailing lists for such publications so that the Purchasing Agent can monitor said changes. Such membership shall be at no cost to the County.
 - iii) The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.
 - iv) No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.
 - v) The County may only grant a price increase if the evidence presented is deemed reliable. Should the County allow a price increase, the approved price change shall be honored for all orders received by the vendor or contractor after the effective date of such price change. Approved price changes are not applicable to orders already issued and in process at time of price change.
- b) **Price Reduction:** Vendor shall notify the County at the time when the Vendor's costs for items and/or supplies reduce due to stabilization in the market at which time prices for items on this contract shall be reduced accordingly. Failure by the Vendor to notify the County of a decrease in costs for items and/or supplies for which the Vendor was granted a price adjustment, may result in immediate termination of this contract and the County shall not be obligated to pay the Vendor the difference between the contract price and the price adjustment.
- c) **Time frame for Adjusted Price Increases:** Price increases are only valid for the quarter in which they are requested and approved. Prices shall return to the original contract price at the beginning of the following quarter unless a Vendor notifies the County in writing within ten (10) days of expiration of the quarter in which the price increase is in effect, that it

desires to have the price increase continue or that the Vendor is requesting a different price increase for the following quarter. Such request must be supplemented with sufficient justification to demonstrate that the price increase remains necessary. The County Purchasing Department shall have sole discretion whether to grant the price increase extension. The County too, shall have discretion to unilaterally reduce, eliminate or extend a price adjustment to the Vendor at any time upon written notice from the County to the Vendor demonstrating justification for such reduction, elimination or extension of the price adjustment.

- d) Allowable Review Periods:** Price adjustment reviews may only be requested by the Vendor on a quarterly basis. However, the County may at its own discretion, conduct temporary price adjustment reviews at any time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.
- e) Dollar Limit to Price Changes:** The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term.

ADDITIONAL INFORMATION:

Further information required for this project can be addressed to, Yvette Islas, Buyer, Hidalgo County Purchasing Department (956) 318-2626. Hidalgo County is requesting that any and all questions, inquiries, and clarifications regarding quotes, bids, proposals, or statement of qualifications be addressed to Martha L. Salazar, Purchasing Agent, 2802 S Hwy Bus Hwy 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN, Wednesday, March 12, 2008, 5:00 P.M. Responses will be sent to all applicants via facsimile by no later than, 5:00 P.M., Friday, March 14, 2008.

HIDALGO COUNTY
"STRIPING OF COUNTY ROADS, COUNTY PARKING LOTS & MISC
COUNTY OWNED SITES "
BID NO: 08-013-00-00-YSI

BID PAGE

The following are the minimum acceptable specifications: "Striping of County Roads County Parking Lots & Misc County Owned Sites"		
ITEM SPECIFICATION	BID PRICE	UNIT
4" yellow or white reflectorized paint	\$	/ft.
4" yellow or white thermo plastic	\$	/lf.
4" reflectors yellow or white	\$	/ea.
24" white paint stripe	\$	/ea.
Thermoplastic arrows	\$	/ea.
6" x 6" Giggle Bar File, yellow or white	\$	/ea.
24" white Thermoplastic stripe	\$	/lf.
Thermoplastic Words: (include) ONLY, SCHOOL, ZONE, SLOW, STOP, AHEAD and RAILROAD	\$	/ea.

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NOTE: All road striping is to be reflectorized striping to meet TX DOT specifications.

The "Striping of County Roads" contract will, from now on, include the striping of parking lots which will include, but not be limited to:		
ITEM SPECIFICATION	BID PRICE	
4" yellow or white non-reflectorized paint	\$	/lf.
4" yellow or white car spaces	\$	/ea.
Arrows	\$	/ea.
"Reserved" painted on curb	\$	/ea.
Handicap Symbols	\$	/ea.
Crosshatched Islands	\$	/ea.
Painted Curb	\$	/ft.
Repaint Car Stops	\$	/ea.
"No Parking (3' Letters)	\$	
Handicap Symbols Pre Fab Thermal 2-color	\$	/ea.

LEGEND: lf.-linear feet / ea.-each / ft.- feet