

MEMORANDUM

TO: Hon. Sylvia Handy, Commissioner Hidalgo County Precinct No. 1 ATTN: Joseph Palacios/ Noe Montez	Hon. Hector ATito@ Palacios, Commissioner Hidalgo County Precinct No. 2 ATTN: Ricardo Cuellar/ Yolanda Cisneros
Hon. Joe Flores, Commissioner Hidalgo County Precinct No. 3 ATTN: Mingo Villarreal/Norma Ceballos	Hon. Oscar Garza Jr., Commissioner Hidalgo County Precinct No. 4 ATTN: Mr. Munoz/ Mr. Carranza

FROM: Sandra Montalvo, Buyer
 Hidalgo County Purchasing Department

DATE: July 30, 2008

RE: **Bid Award Recommendation Request:**
Bid No. -2008-270-07-30-SMA-Hidalgo County- "Tire Disposal Services"

We have received four (4) responses to the above referenced project. Please review and reply with your recommendation. We need to present your recommendation on the next Commissioner=s Court Meeting. Therefore, we would like to have your response on or before the following deadline.

Please indicate your recommendation or any concerns on the space provided below and reply to the Purchasing Dept. via fax to (956)-318-2629 or (956) 292-7612 by no later than Thursday, July 31, 2008 @ 12:00 P.M. in order to place this item on the agenda for next Commissioners Court Meeting, Tuesday, August 5, 2008.

If you should have any questions or need additional information please contact me at (956) 318-2626 ext. 4865

<u>AWARD TO VENDOR(S):</u>	<u>RECOMMENDATION (BASIS)</u>
CAMERON LAND & CATTLE.	LOW BIDDER / GOOD SERVICE

BUDGET

ACCOUNT: 8-1100-432-00-121-001-0-421

Noe Montez
 Authorized Signature

NOE MONTEZ
 Printed Name

7/31/08
 Date

MEMORANDUM

TO:

Hon. Sylvia Handy, Commissioner
Hidalgo County Precinct No. 1
ATTN: Joseph Palacios/ Noe Montez

Hon. Hector "Tito" Palacios, Commissioner
Hidalgo County Precinct No. 2
ATTN: Ricardo Cuellar/ Yolanda Cisneros

Hon. Joe Flores, Commissioner
Hidalgo County Precinct No. 3
ATTN: Mingo Villarreal/Norma Ceballos

Hon. Oscar Garza Jr., Commissioner
Hidalgo County Precinct No. 4
ATTN: Mr. Munoz/ Mr. Carranza

FROM:

Sandra Montalvo, Buyer
Hidalgo County Purchasing Department

DATE:

July 30, 2008

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<u>AWARD TO VENDOR(S):</u>	<u>RECOMMENDATION (BASIS)</u>
<i>Cameron Land & Cattle</i>	<i>lowest bidder</i>

BUDGET

ACCOUNT:

8-1100-432-00-122-001-0-421

Yolanda Cisneros
Authorized Signature

Yolanda Cisneros
Printed Name

7/31/08
Date

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<u>AWARD TO VENDOR(S):</u>	<u>RECOMMENDATION (BASIS)</u>
<i>Cameron Feed + Cattle</i>	<i>Lowest Bid</i>

BUDGET

ACCOUNT: 8-1100-432-00-123-001-0-421

J. Flores
 Authorized Signature

Norma Ceballos
 Printed Name

08-31-08
 Date

FAXED
 7/31/08

MEMORANDUM

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<u>AWARD TO VENDOR(S):</u>	<u>RECOMMENDATION (BASIS)</u>
Cameron Landt + Pattle	Lowest Bidder.

BUDGET ACCOUNT: 8-1100-432-00-124 -001-0-421


Oscar L. Garza Jr.
Rumaldo Munoz
7-31-08
 Authorized Signature Printed Name Date

Enclosures

HIDALGO COUNTY
"TIRE DISPOSAL SERVICES"
BID No. 2008-270-07-30-SMA

COMPARISON SHEET

DESCRIPTION	QTY	CURRENT CONTRACT	PROPOSED 2008	PRICE DIFFERENCE
		CAMERON LAND & CATTLE	CAMERON LAND & CATTLE	
Passenger and Light Truck Tires up to 19.5 bead	ea.	\$ 0.95	\$ 1.45	\$ (0.50)
Truck Tires from 20" to 24.5 Bead	ea.	\$ 4.00	\$ 6.00	\$ (2.00)
Passenger Tires and Light Truck Tires on Rim	ea	\$ 1.90	\$ 2.90	\$ (1.00)
Truck Tires on Rim	ea.	\$ 8.00	\$ 12.00	\$ (4.00)
Tractor, Off-the Road Tires	ea.	\$ 12.00	\$ 18.00	\$ (6.00)
Baled Tires (Tire Bales)*	ea.	\$ 45.00	\$ 65.00	\$ (20.00)
Collection Receptacles (i.e. roll-offs or trailers)		\$900/48' TRAILER	\$1,400/45' TRAILER	\$ (500.00)

SERVICE CONTRACT

Hidalgo County REQUEST FOR BIDS “Tire Disposal Services”

BID No. 2008-270-07-30-SMA

THE STATE OF TEXAS §
 §
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-08-270-00-00

THIS CONTRACT is made and entered into this _____ day of _____, 2008 by and between the **COUNTY OF HIDALGO, TEXAS** ("County"), and _____ a Texas Corporation. ("Company").

WHEREAS, Company responded to advertised notices for bids for “ **TIRE DISPOSAL SERVICES** ” (the "Services"); and

WHEREAS, Company submitted a bid to provide services in accordance with the specifications as bid, a copy of such specifications and bid being attached hereto as Exhibits "A" and "B" respectively, and incorporated herein for all purposes (the "Specifications"); and

WHEREAS, in recognition of and in consideration of Company's agreement to perform the Services in accordance with Specifications, the Commissioners Court of County awarded the bid to Company.

NOW, THEREFORE, in mutual consideration of the foregoing and the further consideration of the following, the parties hereto agree as follows:

1. County and Company hereby agrees that this Contract is entered into in order to provide the Services to locations at _____. This Contract does not extend to any third parties any duties or benefits conferred in any manner hereunder or otherwise.

2. Company hereby promises and agrees to render and provide, during the term of this Contract, and shall be obligated to render and provide the Services in accordance with the

Specifications within **Hidalgo County** following a request for Services by the **Department Head, Commissioner, Sheriff or** his designated agent. Company agrees in performing the Services that it will use proper professional standards, comply with any and all appropriate laws and regulations in providing the Services, and devote such time as is necessary to safely and efficiently provide the Services.

3. This Contract shall be for a period beginning_____ and ending on_____ and may be extended at the sole discretion of County for an additional sixty (60) days, unless this Contract is terminated pursuant to the provisions herein, whichever occurs first.

4. As a condition of this Contract, Company shall hold and maintain throughout the term of this Contract all licenses and permits required, or which may be required by any authority during the term hereof to provide the Services.

5. All trucks or vehicles operated by the Company to perform the Services shall contain all equipment required by any authority to operate on streets and roads and all persons in the employ of Company who operate such trucks or vehicles shall have the required licenses, qualifications, skill and expertise to perform such Services and shall comply with all laws, rules and regulations prescribed by any agency or authority having jurisdiction with regard to the operation of such trucks or vehicles in providing the Services.

6. As consideration for rendering the Service provided for in this Contract, the County agrees to pay Company the amounts specified in Exhibit "B" attached hereto payable against written invoice submitted by Company.

7. Company shall provide insurance in force on all its vehicles and all persons connected with providing services under this Contract naming County as an additional insured (with the

coverages and in the amounts described on Exhibit "C" attached hereto and incorporated herein at this point for all purposes), and shall furnish to County certificates of such insurance coverage.

8. Company shall provide a sufficient number of trucks, vehicles, personnel and equipment available to safely and efficiently provide the Services.

9. Company shall indemnify and hold harmless County, its elected officials, employees and agents from any and all claims, damages, losses, and expenses including attorney's fees for the defense of any action against County arising out of, resulting from, or connected with the provision of the Service by Company under this Contract. Said indemnity shall cover any act or failure to act by the Company, its agents or employees.

10. This Contract shall not be assignable in whole or in part by either party without prior written consent of the other party.

11. It is expressly agreed that this Contract and the performance by the parties hereunder does not create any agency relationship or master-servant relationship, that County has no supervision of the performance of the Services provided by Company, and that Company is an independent contractor under this Contract.

12. Any notice required or permitted to be given hereunder shall be in writing and shall be delivered personally or sent by certified mail, postage prepaid, as set forth below:

If to County: **The County of Hidalgo**
Attn: County Judge
100 E. Cano
Edinburg, Texas 78539

If to Company _____

13. In case any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

14. This Agreement may be terminated by either party without cause upon thirty (30) days written notice.

15. This Agreement shall be binding upon and inure to the benefit of and be enforceable by the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns where permitted by this Agreement.

16. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas and shall be performable in Hidalgo County.

WITNESS our hands in duplicate originals this _____ day of _____, 200__.

Approved by Commissioners' Court on, _____ day of _____, 200__.

COUNTY OF HIDALGO

ATTEST:

By: _____
Juan D. Salinas, III, County Judge

Arturo Guajardo Jr., County Clerk

COMPANY: _____
By: _____
Printed Name: _____
Title: _____

APPROVED AS TO FORM:
Atlas & Hall, L.L.P.

By: _____

EXHIBIT "A"
SPECIFICATIONS/REQUIREMENTS

Hidalgo County
REQUEST FOR BIDS
"TIRE DISPOSAL SERVICES"

BID No. 2008-270-07-30-SMA

EXHIBIT "A"
Hidalgo County
"Tire Disposal Services"
Bid No. 2008-270-07-30-SMA

SPECIFICATIONS

The County of Hidalgo is seeking to enter into a tire disposal contract with a state-registered/approved facility. The Hidalgo County Purchasing Department will receive sealed bids for the provision of "**Tires Disposal Services-Hidalgo County**" as specified herein. Bids will be accepted until **9:30 a.m., Wednesday, July 30, 2008**. **ANY RFB RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED.**

SCOPE OF WORK:

These specifications governs the pickup, removal, and disposition of waste tires (herein called removal services) on an "as needed" basis after a contract is in place, including, but not limited to, passenger car, truck, tractor, heavy machinery, and baled tires (herein called waste tires) accumulated at Hidalgo County's seven (7) locations identified in Attachment A.

GENERAL:

Vendor shall furnish all materials, equipment, and supplies necessary to execute the specified services.

VENDOR RESPONSIBILITY:

- A. Vendor is fully responsible for the proper and legal transportation, storage, and disposal or recycling of any waste material taken into custody under this contract. Any recycling, reclamation, rejuvenation, disposition, or other use of material shall comply with all federal, state, and local laws, rules, regulations, ordinances, and pertinent policies. Special attention shall be given Texas statutes related to waste tire disposal, especially the Texas Solid Waste Disposal Act, Chapter 361, Texas Health Code and the Texas Natural Resource Conservation Commission (TNRCC) regulations regarding municipal solid waste management.
- B. County stockpiles of material shall normally consist of waste tires. The vendor is responsible for removing and disposing/recycling of the waste tires only.

TERMS AND CONDITIONS OF SERVICE:

- A. Removal services shall be on an "as needed" basis. The vendor shall be notified of the requirement for services by written purchase order or verbally with confirmation in writing by facsimile (FAX), by mail, or by electronic transmission. Any waste tires at County's seven (7) locations on the effective date of this contract shall be removed as a part of this contract as if the material were accumulated after the effective date of the contract. Vendor shall complete each service request within two (2) working days from the date of notification

unless other arrangements are made with the County beforehand. All or part of a specific waste tire accumulation location may require removal services and will be at the direction of the County department. Each department will determine the minimum amount of tires they will accumulate (based on their storage capacity) before scheduling for pickup service. As an alternative and with prior approval of the County, the vendor may establish scheduled appointments to pick up material from locations shown in Attachment A of the Request For Bids (RFB) *and/or other sites as may be added during the contract period*. County representatives at each location may monitor contract performance. Local contract issues and all serious non-performance issues shall be referred to the Hidalgo County Purchasing Department.

- B. Space permitting and with approval of the County, vendor may locate collection receptacles (i.e., roll-offs or trailers) for the accumulation of waste tires at a County facility or any other location approved by the County. No reimbursement shall occur for any vendor expense related to the installation, removal, maintenance, or use of such collection receptacles.
- C. The amount of waste tires available for collection at any County department shall be counted by vendor's personnel and verified by department's designated employee(s). Copies of receipt tickets and manifests shall be submitted with a vendor's invoice for payment of services rendered. The name of the pick-up location and location address shall appear on all pick-up tickets and manifests. Each County location shall be billed separately.
- D. Hidalgo County Precincts 1, 2 and 4 and Drainage District No. 1 will be scheduled for a **MINIMUM** of one (1) weekly pickup based on the following schedule. If additional trips are necessary, these will be scheduled for either Tuesdays or Thursdays. Precinct No. 3, and any other County departments requiring this service, will be scheduled on an "as-needed" basis. Any schedule changes must be approved by the respective County department(s).
 - 1. Mondays-Precinct No. 1
 - 2. Wednesdays-Precinct No. 2
 - 3. Fridays-Precinct No. 4
 - 4. Tuesdays and Thursdays-"as needed"-Precinct No. 3 and other County departments.
- E. The following alternatives/options may assist in avoiding unnecessary trips to any one (1) particular site, or to request additional pickups.
 - 1. The department(s) may notify your office;
 - 2. Vendor may check with the respective department(s); or
 - 3. Vendor's driver(s) can verify the need during their route.
- F. Term of the contract is for one (1) year period with County's option to extend the contract for an additional one (1) year under the same terms and conditions.
- G. 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 delays in award of new bid for next

contract term.

ESCALATION CLAUSE:

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:

- 1) **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.
 - 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.
 - 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.
 - The County Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interest of the County.
 - No price escalation will be authorized in excess of the amount of the increase referred to in the supplier's notice.
 - 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.

- 2) **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.

- 3) **Timeframe 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.

- 4) **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.

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.

SIZES OF TIRES:

The following are the different sizes of off-road heavy machinery tires used by some of our precincts. The sizes of tires indicated herein are not all inclusive.

- | | |
|-----------------------|-----------------------|
| 1. 17.5 x 25 - 12 Ply | 6. 20.5 x 25 - 12 Ply |
| 2. 1400 x 24 -10 Ply | 7. 14.0 x 24 - 10 Ply |
| 3. 19.5 x 24 - 10 Ply | 8. 16.9 x 24 - 10 Ply |
| 4. 25-5-25 - 10 Ply | 9. 16.9 x 28 - 6 Ply |
| 5. 18.4 x 28 - 12 Ply | 10. Baled Tires |

Vendor must contact the respective County departments to obtain all applicable tire sizes and ply information. **Vendor is to provide detailed Tire-Conversion Charts** to Purchasing Department, County Auditor's Office, and participating County departments to assist in calculating the number of tires being stockpiled and set up schedules to collect them. County may, at its discretion, periodically visit vendor location during normal business hours.

COMPETENCE OF VENDOR:

Vendor shall have and maintain, under its direct employment and supervision, the necessary organization and facilities to fulfill the services required by this contract. Vendor shall obtain and maintain any permits and licenses required for performance of services covered by this contract. (Note: TNRCC rules require scrap tire transporters to register operations.) Only persons trained in the performance of duties required by the services identified or necessary under this contract shall be assigned to any project associated with this contract. Hidalgo County must receive prior notification

of vendor's intent to subcontract these services. Prior Hidalgo County approval is required. Any subcontractor working under this contract shall comply with all terms and conditions of the contract as applicable, and the County shall be notified that a subcontractor is being utilized.

INSURANCE:

Prior to beginning any work under a contract, vendor shall have in-force at least the minimum insurance required by statute. Additionally, vendor shall produce evidence of insurance within 24 hours to any County department requesting such evidence that plans to use the services of this contract. Refer to Exhibit C for specific insurance requirements.

ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquiries and clarifications regarding quotes, bids, proposals or statements of qualifications be addressed to Martha L. Salazar, CPPB, Purchasing Agent, 2812 South Business Hwy. 281, Edinburg, Tx 78539

ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE NO LATER THAN, Wednesday, July 16, 2008 by 5:00 p.m. Responses to said inquiries will be sent to all applicants via facsimile by no later than Friday, July 18, 2008 by 5:00 p.m.

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 services ordered, or (c) terminated by County with thirty days' written notice prior to cancellation.

Attachment A

Hidalgo County currently has a total of seven (7) Tire Collection sites. The following are the physical directions to said sites:

1. **Precinct No. 1:**

- A). Mercedes - 3 miles South on Mile 1 East off Business 83.
- B.). Sunrise Hill Park - 3 Miles East on Mile 11 North off F.M. 1015; ½ Mile North on Mile 1½ West.
- C). Donna - 3 Miles South on F.M. 493 off Business 83; ½ Mile East on Mile 4½ West.
- D.) Monte Alto - .3 of a Mile East on Ash Street off F.M. 88.

2. **Precinct- No. 2:**

- A.). 1 Mile East of South Tower Rd. on El Gato Rd.

3. **Precinct –No. 3:**

- A.) Peñitas (Landfill) - 1 Mile South F.M. 1427 off Expwy. 83; ¼ Mile West on Old Military Hwy.

4. **Precinct- No. 4:**

- A.) Edinburg - ¼ North on North Doolittle Road off East Schunior Street.

EXHIBIT "B"

BID PAGE

**Hidalgo County
REQUEST FOR BIDS
"TIRE DISPOSAL SERVICES"**

BID No. 2008-270-07-30-SMA

EXHIBIT "B"

BID PAGE

Hidalgo County

'Tire Disposal Services'

Bid No. 2008-270-07-30-SMA

TIRE DISPOSAL FEE OR PAYMENT

TIRE SIZE & DESCRIPTION	FEE OR PAYMENT * AMOUNT
Passenger and Light Truck Tires up to 19.5 bead	
Truck Tires from 20" to 24.5" Bead	
Passenger Tires and Light Truck Tires on Rim	
Truck Tires on Rim	
Tractor, Off-the-road Tires	
Baled Tires (Tire Bales)*	
Collection Receptacles (i.e. roll-offs or trailers)	

*Note: Service provider may offer to pay for tire bales process by Hidalgo County Precinct No. 3.

BIDDER'S/COMPANYNAME: _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP CODE** _____

PHONE No. _____ **FAX No.** _____

SIGNATURE OF AUTHORIZED PERSON: _____

PRINTED NAME: _____ **TITLE:** _____