

# EXHIBIT "A"

## HIDALGO COUNTY "ENTRANCE SLIDING GLASS DOORS MAINTENANCE REPAIR SERVICE" RFB No. 10-092-00-00CGV

### SPECIFICATIONS

#### Project Overview:

Hidalgo County is seeking a qualified vendor(s) to conduct a maintenance service to all main entrance automatic glass doors, manual glass double doors and main emergency exit doors on an "As Needed Basis" only including, but not limited to, the following:

#### Requirements, Terms & Conditions

1. All costs and expenses associated with the preparation and submission of all bids shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.
2. Hidalgo County may utilize state awarded contracts whenever it is in the county's best interest to do so.
3. Vendor must have been in business (in this field) for a minimum of three (3) years.
4. A List of a minimum of two (2) current references/contracts for any state, local political subdivision, private sector or any other Law Enforcement Agency must be submitted with your Bid. Information should include, but not limited to the following:
  - A). Company
  - B). Contact Person
  - C). Phone Number
  - D). Work Performed
  - E). Contract Term
5. Vendor Submitting Bid Must Have Authorized Service Technicians To Repair Doors:
  - A- Manufactured Through Various Commercial (Companies) Brands Utilizing Authorized Hardware, Mechanical, Electrical And Electronic Parts For:
    1. Mechanical Opening And/Or Closing Door Locking System
    2. Control Box
6. Vendors Submitting Bid Must Warranty All Work Performed.
7. The Initial Contract Term For This Project Will Be For One (1) Year With The County's Option To Extend For Three (3) Additional One (1) Year Terms Under The Same Rates, Terms And Conditions.

8. Vendor Must Submit And Maintain All Proper Insurances For The Duration Of Work Term (Refer To Exhibit C).
9. All prices for inspections, repairs and maintenance shall include consideration for hourly rate plus parts percentage mark up (If Applicable).
10. All billing invoices must be itemized (parts, labor, etc....)
11. Award: Hidalgo County reserves the right to:
  - A- Separate and accept, or eliminate any items(s) listed under this bid that deems necessary to accommodate budgetary and/or operational requirements;
  - B- Reject any or all bids submitted and further reserves the right to design the evaluation criteria to be used in selecting the lowest and best bid for approval; and
  - C- Award the bid to one bidder or to multiple bidders if the county determines it is in the best interest to do so.
12. Response time upon call on regular basis: \_\_\_\_\_ hours  
Response time upon call on emergency basis: \_\_\_\_\_ hours
- 2- Travel Time From Area: (How Many Times will Be Charged Travel Expenses Upon Call)  
\_\_\_\_\_
- 3- What Will Be The Travel Cost By Fee On Hourly Rate: \_\_\_\_\_

Vendor Must Be Able To Respond Within Reasonable Time For Onsite Repairs.  
Vendor Must Also Be Available For Trouble Shooting Via Telephone.  
Please Submit A Response:

Time To Location \_\_\_\_\_

Response Time For Troubleshooting. \_\_\_\_\_

**EXHIBIT "B"**

**HIDALGO COUNTY  
"ENTRANCE SLIDING GLASS DOORS  
MAINTENANCE REPAIR SERVICE"  
RFB No.: 10-092-00-00CGV**

**BID PAGE**

Repairs should be on an hourly time repair rate with mark up rate for parts. Any and all additional fees should be included in bid price (Reference to Exhibit "A" Specifications). (Please fill in time)

**I- MECHANICAL SYSTEM:**

- A. Technician Hourly Rate: \$ \_\_\_\_\_
  - Normal business hours \_\_\_\_\_ A.M. to \_\_\_\_\_ P.M.
- B. Technician Hourly Rate: \$ \_\_\_\_\_
  - After Hours, Weekends & Holidays \_\_\_\_\_ A.M. to \_\_\_\_\_ P.M.
- C. Mark Up (%) Rate for Mechanical Parts: \_\_\_\_\_
- D. Mark Up (%) Rate for Electronic Parts: \_\_\_\_\_

**II- TROUBLE SHOOTING (VIA PHONE) FEE PER HOUR: \_\_\_\_\_**

Please specify time fee starts:

- For Technician: \_\_\_\_\_

Please specify all Warranties: \_\_\_\_\_  
\_\_\_\_\_

**VENDOR / COMPANY NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY/STATE/ZIP CODE:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_ **FAX NUMBER:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

AUTHORIZEDSIGNATURE: \_\_\_\_\_ PRINTED NAME \_\_\_\_\_

TITLE \_\_\_\_\_ DATE: \_\_\_\_\_

DRAFT