



MEMORANDUM

To: Daniel Flores Building Maintenance Manager
From: Elena Gomez, Buyer II
Hidalgo County Purchasing Department
Date: September 11, 2013
Re: Request for Bids - HIDALGO COUNTY "ELECTRICAL MATERIALS & SUPPLIES"
Bid No: 2013-278-00-00-MEG

Please review the following SPECIFICATIONS and indicate if they meet all your requirements by marking APPROVE (or) DISAPPROVE and signing below. If you mark **DISAPPROVE**, please make any and all modifications necessary to the specifications and fax back the revised copy to the designated Buyer in the Purchasing Department.

If you have any questions, please call me at (956) 318-2626 ext# 4855.

APPROVE <input checked="" type="checkbox"/>	DISAPPROVE <input type="checkbox"/>
APPROVED WITH MODIFICATIONS <input type="checkbox"/>	

FUNDS AVAILABILITY: YES / NO / Other

(Specify) _____

BUDGET ACCOUNT #: 3-1100-419-40-200-02-0-671

[Signature] Daniel Flores 10/21/13
AUTHORIZED SIGNATURE PRINTED NAME DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: elena.gomez@co.hidalgo.tx.us by no later than TUESDAY, September 24, 2013 at 5:00p.m.

Enclosures

EXHIBIT "A"
HIDALGO COUNTY (all funding sources)
"ELECTRICAL MATERIALS & SUPPLIES"
BID NO.: 2013-278-00-00-MEG

SPECIFICATIONS:

Hidalgo County is seeking to encompass all services related to Electrical Materials and/or Supplies on an "As Needed Basis". The following are the minimum requirements and/or specifications that will be acceptable to the Hidalgo County. If items other than the model and manufacturer referenced in these specifications are offered, bidder should include descriptive literature, including specifications describing products offered as equal to or better than required.

The items furnished under this contract shall be new, unused of the latest product in production to commercial trade and shall be of the highest quality as to materials used and workmanship. Manufacturer furnishing these items shall be experienced in design and construction of such items and shall be an established supplier of the item bid.

Scope of Services:

The requirements parts contract will encompass all services project-related Electrical materials and supplies to the Hidalgo County including, but not limited to, the following:

REQUIREMENTS:

1. All parts will be on an "As-Needed Basis Only" There is no guaranteed annual volume.
2. Vendor will provide Original Equipment Manufacturer (OEM) parts as requested.
3. Vendor must stock the necessary parts and supplies, or be able to provide said items within 24 hours.
4. All products furnished under this RFB shall be warranted by the vendor to be free from defects and fit for the intended use.
5. The awarded vendor shall observe and obey all laws, ordinances, rules and regulations of the Federal, State and local government which may be applicable to the supply of these products.

TERMS & CONDITIONS:

1. Term of contract is for six (6) months period with County's option to renew contract for additional six (6) month term under the same rates and conditions.
2. 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.
3. County will seek purchases from state awarded vendors whenever it is, its best interest to do so.
4. After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidders(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.
5. Hidalgo County reserves the right to add or delete during the term of the contract under the

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same rates and conditions.

6. Any contract awarded to a successful bidder will be in effect until;
 - a) The contract expires
 - b) Delivery acceptance of products and/or performance of services ordered, or
 - c) Terminated by County with thirty (30) days written notice prior to be cancellation.
7. Hidalgo County reserves the right to award the bid to MULTIPLE bidders if the County Determines it is in its best interest to do so.
8. Insurance requirements for this project to be maintained through out the contract term (Refer to limits on the Exhibit "C" for limits).
9. 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 advantage to the County.
10. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.
11. After bid is awarded and low bidder s default s in meeting the general instructions to bidders and/or comply with contract agreement, Hidalgo County reserves the right to seek services from the next low bidder. In such event, County shall charge the successful bidder the difference for any additional cost of such item.

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

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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.
- 5) **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:

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 S. Business Hwy. 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE TO (956) 292-7612 OR VIA E-MAIL TO Elena.gomez@co.hidalgo.tx.us by NO LATER THAN WEDNESDAY, month date 2013 @ 5:00 P.M. Responses will be sent to all applicants via facsimile or e-mail by no later than FRIDAY month date 2013 @ 5:00 P.M.

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Electrical Materials and Supplies including, but not limited to, the following:

#1			
1	12/2 w/ground romex wire	14	10/2 w/ground romex wire
2	romex connectors straight	15	romex connectors angle
3	½' EMT conduit	16	¾" EMT conduit
4	1" EMT conduit	17	1 ¼ EMT conduit
5	1 ½" EMT conduit	18	2" EMT conduit
6	3" EMT conduit	19	4" EMT conduit
7	½' PVC conduit	20	¾" PVC conduit
8	1" PVC conduit	21	1 ¼" PVC conduit
9	1 ½" PVC conduit	22	2" PVC conduit
10	3" PVC conduit	23	3 ½" PVC conduit
11	4" PVC conduit	24	½" galvanize conduit
12	¾" galv. Conduit	25	1" galv. Conduit
13	2" galv. Conduit	26	1 ½" galv. Conduit

#2		
1	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT connectors straight
2	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT connectors Angle
3	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT straps 1 hole
4	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT straps 2 holes
5	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	PVC straps 1 hole
6	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	PVC straps 2 holes
7	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT couplings die cast set screw
8	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT connectors die cast set screw
9	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT couplings steel cast set screw
10	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT connectors steel cast set screw
11	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT couplings compressing tight
12	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	EMT connectors compressing tight
13	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Aluminum LB conduit with cover & gasket
14	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Malleable iron conduits with cover & gasket
15	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Galvanize conduits with cover & gasket
16	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Greenfield flrx connectors-straight
17	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Greenfield flrx connectors-angle
18	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Sealtight flex connectors-straight
19	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Sealtight flex connectors-angle
20	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Sealtight
21	½', ¾", 1", 1 ¼", 1 ½", 2", 3", 4"	Greenfield

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#3			
	DESCRIPTION		
1	¼ anchor bits-complete kits	35	#1 thhn wire stranded and solid
2	3/8 anchor bits- complete kits	36	#8 thhn wire stranded and solid
3	½" anchor bits-complete kits	37	#6 thhn wire stranded and solid
4	¾" anchor bits-complete kits	38	120 volt photocells
5	20 amp toggle switches	39	Galvanize spray
6	20 amp duplex receptacle	40	100 watt light bulbs
7	15 amp toggles switches	41	100 watt lamps
8	15 amp duplex receptacle	42	2x4 lamp lens
9	20 amp gfi duplex receptacle	43	2x2 lamps lens
10	MC cable 12/2, 12/3, 10/2, 10/3 with ground	44	¼ plastic anchor kits
11	20 amp 1 pole breakers snap on & bolt on	45	8" cable ties
12	30 amp 1 pole breakers snap on & bolt on	46	10" cable ties
13	40 amp 1 pole breakers snap on & bolt on	47	12" cable ties
14	50 amp 1 pole breakers snap on & bolt on	48	Plastic rings
15	60 amp 1 pole breakers snap on & bolt on	49	Extension rings
16	20 amp 2 pole breakers snap on & bolt on	50	Weatherproof covers 1 gang
17	30 amp 2 pole breakers snap on & bolt on	51	Weatherproof covers 2 gang
18	40 amp 2 pole breakers snap on & bolt on	52	4 sq. boxes EMT, PVC & Cast Iron
19	50 amp 2 pole breakers snap on & bolt on	53	240v 1 phase load center 30 circuit
20	60 amp 2 pole breakers snap on & bolt on	54	120v 1 phase load center 42 circuit
21	20 amp 3 pole breakers snap on & bolt on	55	Toggle switch plates
22	30 amp 3 pole breakers snap on & bolt on	56	Toggle 2 gang plates
23	40 amp 3 pole breakers snap on & bolt on	57	Receptacle plates 1 gang
24	50 amp 3 pole breakers snap on & bolt on	58	Receptacle plates 2 gang
25	60 amp 3 pole breakers snap on & bolt on	59	Lo Amp 3 way switches
26	500 mcm thhn wire	60	150 Watt/175Watt/150 Watt High Base Bulbs
27	350 mcm thhn wire	61	4x4 Industrial Covers
28	300 mcm thhn wire	62	4x4 Industrial Quad outlet covers
29	250 mcm thhn wire	63	4x4 Industrial Single Pole switch
30	#3 mcm thhn wire	64	4x4 Industrial 2 Pole switch
31	#2 mcm thhn wire	65	4x4 Industrial 1 Device Cover
32	#10 thhn wire stranded	66	20 AMP-twist lock outlets; 30 AMP-twist lock outlet
33	#4 thhn wire stranded and solid	67	20 AMP-Male Adapters (for Outlet)
34	#12 thhn wire stranded and solid	68	20 AMP-Female Adapters