



Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM
(Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

Attached are draft specification and bid page for the above referenced project.

Please make *any changes*, additions or deletions (if any) and/or indicate if these specifications meet all your requirements by signing below and marking approve or disapprove and **return by Wednesday, March 16, 2016 by no later than 4:30 pm** along with your budget information in order to place on Commissioner's Court agenda and begin the bidding process.

Please make certain your department address (es) and information and needs are included and correct in the list provided under "LOCATION OF WATER DISPENSERS" starting on page 2 of specifications and add, delete or change as necessary.

APPROVE

DISAPPROVE

BUDGET ACCOUNT# 16-1100-444-00-370.001-0⁴⁴² DEPARTMENT: Veterans Services

[Signature]
AUTHORIZED SIGNATURE

Familio Delos Santos
PRINTED NAME

3/9/16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-419-50-125-003-0- DEPARTMENT: Safety Division
object codes: 442 & 631


AUTHORIZED SIGNATURE


PRINTED NAME

3/10/16
DATE

NOTE: Address correction made

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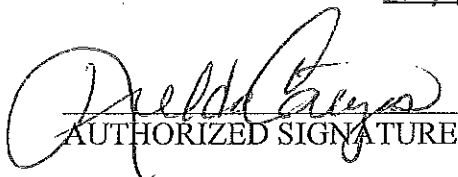
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APPROVE

DISAPPROVE

BUDGET ACCOUNT# 6-110415-18-16000-0 DEPARTMENT: Purchasing


AUTHORIZED SIGNATURE

Nielda Pavoros
PRINTED NAME

3/9/16
DATE

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-413-00-110-077-0-442 DEPARTMENT: Public Affairs
6-1100-413-00-110-077-0-631


AUTHORIZED SIGNATURE

Julia B. Sullivan
PRINTED NAME

3/9/16
DATE

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1200-431-09-124-003-0-631⁴⁴² DEPARTMENT: Put 4 (124)

[Signature]
AUTHORIZED SIGNATURE

Joe Ollora
PRINTED NAME

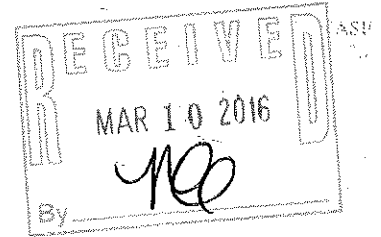
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-423-71-330-001-0-631
6-1295-423-78-330-028-0-631 DEPARTMENT: Juv. Probation


 AUTHORIZED SIGNATURE

Ismael Bally Saha Jr - 3-9-16
 PRINTED NAME DATE

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APPROVE DISAPPROVE

BUDGET ACCOUNT#: ce-1100-412-00-004-001-0-442
ce-1100-412-00-004-001-0-0031 DEPARTMENT: JP 2-2

[Handwritten Signature]
 AUTHORIZED SIGNATURE

J. Munoz
 PRINTED NAME

3/9/16
 DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext/4854. Thank you for your attention and cooperation to this matter.

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-00-024 DEPARTMENT: County Court #4

001-0-442



AUTHORIZED SIGNATURE

Judge Fred Garza

PRINTED NAME

3.9.16

DATE

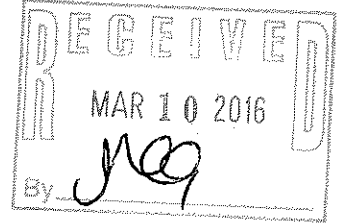
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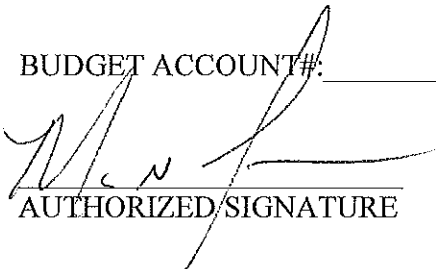
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: _____

DEPARTMENT: Constable Pol. 2


 AUTHORIZED SIGNATURE

Martin Cantu
 PRINTED NAME

3/9/2016
 DATE

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APPROVE

DISAPPROVE

6-1252-412-00-270-012-0-631

6-1252-412-00-270-012-0-442

BUDGET ACCOUNT#: _____ DEPARTMENT: Hidalgo Co. HIDTA Task Force


AUTHORIZED SIGNATURE

Charles Trevino, Acting Cmdr.
PRINTED NAME

3/10/16
DATE

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 (956) 318-2626/ Fax: (956) 318-2629

RECEIVED
 MAR 11 2016
 By: *m*

MEMORANDUM
 (Approval of Specifications)

RECEIVED BY
 COUNTY AUDITOR
 2016 MAR 11 AM 11 13

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DISAPPROVE

BUDGET ACCOUNT#: 6-1100-413-00-125-001-0- DEPARTMENT: Executive Office

Monica Badillo
 AUTHORIZED SIGNATURE

Monica Badillo
 PRINTED NAME

3/10/16
 DATE

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 1100.444.00.240.001.0 DEPARTMENT: Human Services (240)
object 442 + 631

Dairen Sarmiento
AUTHORIZED SIGNATURE

Dairen Sarmiento
PRINTED NAME

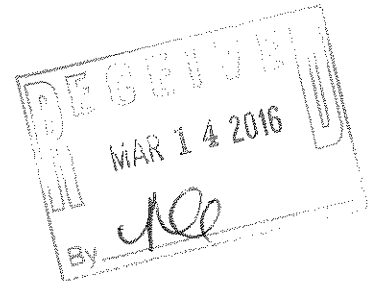
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1297423-00320-00-6 DEPARTMENT: Adult Probation-SATF

Rosario Castilleja
 AUTHORIZED SIGNATURE

Rosario Castilleja
 PRINTED NAME

3/10/16
 DATE

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-00-008-001-0-631 DEPARTMENT: 389th District Court - 008


AUTHORIZED SIGNATURE

Luisa Pearson
PRINTED NAME

03/10/2016
DATE

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 023

DEPARTMENT: Probate Court

[Signature]
AUTHORIZED SIGNATURE

Lydia Barkientes
(PRINTED NAME)

3/15/16
DATE

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-00-025-001-0-442 DEPARTMENT: County Court at Law No. 5
6-1100-412-00-025-001-0-610, 6-1100-412-00-025-001-0-631

Joanna Guerra
 AUTHORIZED SIGNATURE

Joanna Guerra
 PRINTED NAME

3-14-16
 DATE

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APPROVE DISAPPROVE

Water only. We own
the dispensers.
BUDGET ACCOUNT#: 6-1100-421-00-293-001-0-631 DEPARTMENT: 293

[Signature]
AUTHORIZED SIGNATURE

Roquel V. Ramos
PRINTED NAME

3/15/16
DATE

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APPROVE *with corrections* **DISAPPROVE**

BUDGET ACCOUNT#: 6-1100-415-40-100-001-0-631 ⁻⁴⁴² DEPARTMENT: County Clerks



AUTHORIZED SIGNATURE

Noe Lopez Jr.

PRINTED NAME

3/15/16

DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS

Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

Attached are draft specification and bid page for the above referenced project.

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-00-001-001-0-631

DEPARTMENT: Justice of the Peace Pat. 1 Pl. 1

Matilde Faz
AUTHORIZED SIGNATURE

Gilberto Saenz
PRINTED NAME

3/15/16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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 (Approval of Specifications)

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DATE: March 9, 2016

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-421-00-280-001-0-631
6-1100-423-21-280-002-0 DEPARTMENT: _____
 631


 AUTHORIZED SIGNATURE

Paul Cantu
 PRINTED NAME

3/15/16
 DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



Hidalgo County Purchasing Department
2812 S. Business Highway 281
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(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM
(Approval of Specifications)

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FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

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Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 1100-412-00-063-001-0 DEPARTMENT: J.P., 2-1
631


AUTHORIZED SIGNATURE

Bobby Contreras
PRINTED NAME

3/15/16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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2812 S. Business Highway 281
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(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-413-00-110-0060- DEPARTMENT: County Judge

Sandra C. De Leon
AUTHORIZED SIGNATURE

Sandra C. De Leon
PRINTED NAME

3-15-16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)

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FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

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Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: b-1100-422-10-300-001-0-631 DEPARTMENT: Fire Marshal

5
AUTHORIZED SIGNATURE

ETHEL ANCHER
PRINTED NAME

03-14-16
DATE

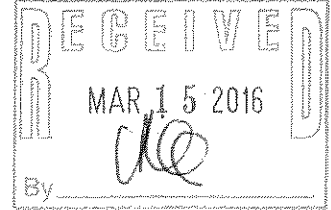
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Enclosures



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 (956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM
 (Approval of Specifications)



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FROM: Matilde "Maty" Faz, Buyer II
 Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

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APPROVE WITH CHANGE **DISAPPROVE**

BUDGET ACCOUNT#: 6-1100-412-00-010-001-0- DEPARTMENT: 430th District Court

AUTHORIZED SIGNATURE

Judge Israel Ramon, Jr.
 PRINTED NAME

RECEIVED B
 COUNTY AUDITING
 2016 MAR 15 PM 1:00
 DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-00003-001-0

DEPARTMENT: 003-139th District Court


AUTHORIZED SIGNATURE

Mary Ramirez
PRINTED NAME

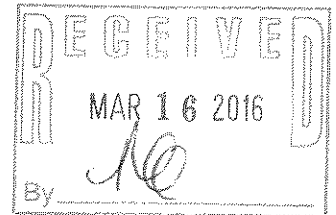
3/16/16
DATE

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Enclosures



Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629



MEMORANDUM
(Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: See Attachments DEPARTMENT: Treasurer's Office



AUTHORIZED SIGNATURE

Gabriel Guajardo

PRINTED NAME

03/16/2016

DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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MEMORANDUM
 (Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

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DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-00-004-001-0 DEPARTMENT: 206th District Court

Rose G Reyna
 AUTHORIZED SIGNATURE
 w/ permission
 Breva

Rose G Reyna
 PRINTED NAME
 w/ permission
 Breva

3/16/16
 DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM
(Approval of Specifications)

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FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

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APPROVE

DISAPPROVE

with additions : Please add distilled gallon water

BUDGET ACCOUNT#: _____ DEPARTMENT: Health


AUTHORIZED SIGNATURE

Eduardo Olivarez
PRINTED NAME

3/16/16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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New Administration Building
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(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)

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FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6.1292.441.00.350.001.6.531 DEPARTMENT: WIC

Clarissa Ramirez
AUTHORIZED SIGNATURE

CLARISSA RAMIREZ
PRINTED NAME

3/15/16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

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Hidalgo County Purchasing Department

DATE: March 9, 2016

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: p-1150-412-0011-001-0631 DEPARTMENT: 449111


AUTHORIZED SIGNATURE

Eric Pacheco
PRINTED NAME

3/16/16
DATE

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Enclosures



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(Approval of Specifications)

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FROM: Matilde "Maty" Faz, Buyer II
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-00-090-001-0-442 / 631 DEPARTMENT: District Clerk

S.p.
AUTHORIZED SIGNATURE

Stephanie Palacios
PRINTED NAME

3/16/16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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(956) 318-2626/ Fax: (956) 318-2629

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(Approval of Specifications)

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FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

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APPROVE

DISAPPROVE

BUDGET ACCOUNT# 6-1100-461-00-380-001-0-XXX DEPARTMENT: Extension

Andrei N...
AUTHORIZED SIGNATURE

Andrea Valdez
PRINTED NAME

DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



Hidalgo County Purchasing Department
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MEMORANDUM

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FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-432-00-123-001-0-631 DEPARTMENT: Pct #3
6-1100-452-00-123-008-0-631


AUTHORIZED SIGNATURE

Joe M. Flores
PRINTED NAME

3/16/17
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

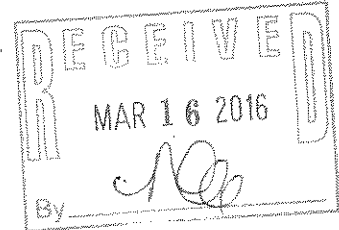
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 (956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM
 (Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL
FROM: Matilde "Maty" Faz, Buyer II
 Hidalgo County Purchasing Department
DATE: March 9, 2016
RE: APPROVAL OF SPECIFICATIONS
Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"



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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 1247-412.50-100-001- DEPARTMENT: Law Library
 0-

Angie Chapa
 AUTHORIZED SIGNATURE

Angie Chapa
 PRINTED NAME

3/16/16
 DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

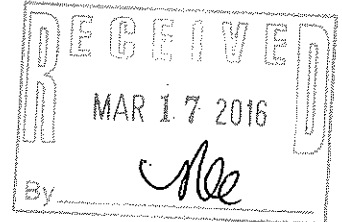
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(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)



TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-30-085-003-0 DEPARTMENT: Public Defenders

Patricia Lopez
AUTHORIZED SIGNATURE

Patricia Lopez
PRINTED NAME

3/17/16
DATE

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Enclosures



Hidalgo County Purchasing Department
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(956) 318-2626/ Fax: (956) 318-2629

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(Approval of Specifications)

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FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-41515140-001-D-631 DEPARTMENT: TAX OFFICE
+ 442


AUTHORIZED SIGNATURE

Diego (Paul) Villareal Jr.
PRINTED NAME

3/16/16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

Attached are draft specification and bid page for the above referenced project.

Please make *any changes*, additions or deletions (if any) and/or indicate if these specifications meet all your requirements by signing below and marking approve or disapprove and **return by Wednesday, March 16, 2016 by no later than 4:30 pm** along with your budget information in order to place on Commissioner's Court agenda and begin the bidding process.

Please make certain your department address (es) and information and needs are included and correct in the list provided under "LOCATION OF WATER DISPENSERS" starting on page 2 of specifications and add, delete or change as necessary.

APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-415-00-200-001-0-⁰³¹ DEPARTMENT: I.T. DEPT.



AUTHORIZED SIGNATURE

RENAN RAMIREZ

PRINTED NAME

03/12/16

DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



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MEMORANDUM

(Approval of Specifications)

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FROM: Matilde "Maty" Faz, Buyer II
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DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-1100-412-00-021-001-0-631 DEPARTMENT: County Ct. #1


AUTHORIZED SIGNATURE

Rudy Gonzalez
PRINTED NAME

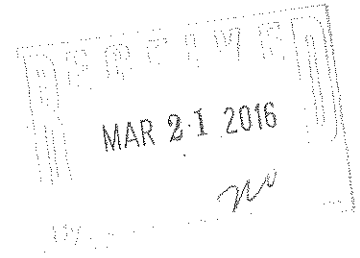
3-18-16
DATE

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Enclosures



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MEMORANDUM
 (Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
 Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 6-222-419-50-115-065-0-631 DEPARTMENT: DBM-WK.Comp.

[Handwritten Signature]
 AUTHORIZED SIGNATURE

Dina R. Trevino
 PRINTED NAME

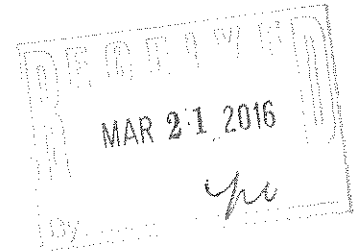
3/16/16
 DATE

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Enclosures



Hidalgo County Purchasing Department
 2812 S. Business Highway 281
 New Administration Building
 Edinburg, Texas 78539
 (956) 318-2626/ Fax: (956) 318-2629



MEMORANDUM
 (Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
 Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
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APPROVE

DISAPPROVE

BUDGET ACCOUNT#: 12-1100415-14-115-001-0-6231 DEPARTMENT: Department of Budget + Mgmt


 AUTHORIZED SIGNATURE

Dina R. Trevino
 PRINTED NAME

3/18/16
 DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures



Hidalgo County Purchasing Department
 2812 S. Business Highway 281
 New Administration Building
 Edinburg, Texas 78539
 (956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
 Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
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APPROVE

with changes noted



DISAPPROVE

BUDGET ACCOUNT#: 6-X200-422-00-122-00X-0-442/631 DEPARTMENT: Pct 2

Erika Zamora
 AUTHORIZED SIGNATURE

Erika Zamora
 PRINTED NAME

3/18/16
 DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures

Hidalgo County Purchasing Department
2812 S. Business Highway 281
New Administration Building
Edinburg, Texas 78539
(956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)

TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
Hidalgo County Purchasing Department

DATE: March 9, 2016

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Please make certain your department address (es) and information and needs are included and correct in the list provided under "LOCATION OF WATER DISPENSERS" starting on page 2 of specifications and add, delete or change as necessary.

APPROVE *w/alternatives* DISAPPROVE
for cups as option

BUDGET ACCOUNT: 6-1100-414-40-220-001-0-43 DEPARTMENT: 220


AUTHORIZED SIGNATURE

David Flores
PRINTED NAME

3/22/16
DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

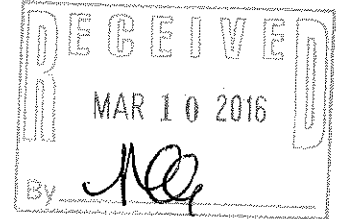
Enclosures



Hidalgo County Purchasing Department
 2812 S. Business Highway 281
 New Administration Building
 Edinburg, Texas 78539
 (956) 318-2626/ Fax: (956) 318-2629

MEMORANDUM

(Approval of Specifications)



TO: ALL DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Matilde "Maty" Faz, Buyer II
 Hidalgo County Purchasing Department

DATE: March 9, 2016

RE: APPROVAL OF SPECIFICATIONS
Bid No.-2016-133-00-00-FAZ- "HIDALGO COUNTY-BOTTLED WATER SERVICES"

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with changes
APPROVE

See attached changes
DISAPPROVE

BUDGET ACCOUNT#: 6-1100-415-51-170-001-0-442/631 DEPARTMENT: County Auditor's office

Luis I.
 AUTHORIZED SIGNATURE

Luis I.
 PRINTED NAME

3-9-16
 DATE

Should you have any questions or require further information please do not hesitate to call me at 318-2626- ext. 4854. Thank you for your attention and cooperation to this matter.

Enclosures

EXHIBIT "A"
Specifications/Requirements
Hidalgo County
"Bottled Water Services"
Bid No: 2016-133-00-00-FAZ

OVERVIEW:

The purpose of this solicitation is to solicit sealed bids to establish a vendor to provide bottled water service for the Hidalgo County Departments. All services shall be provided in accordance with the specifications contained herein.

SCOPE OF WORK:

The vendor shall furnish all resources required to provide bottled drinking and/or spring water, paper cups and dispensing equipment, as specified herein on an "AS NEEDED BASIS". Hidalgo County reserves the right to add or delete item(s) during the term of the contract.

SPECIFICATIONS/REQUIREMENTS

CONTAINERS:

All containers shall be returnable/reusable, five (5) ~~vessel~~ gallon capacity, designed for inverted operation on dispensers. All containers shall be clear or translucent, impact resistant, poly carbonate plastic. Water caps shall be compatible with cooler models awarded pursuant to awarded contracts and those cooler models currently owned by the respective user departments. No storage racks are needed.

LEASED EQUIPEMENT:

All equipment offered by the vendor through this contract shall be new and in compliance with the following minimum specifications:

- COOLERS-Full size, free standing, shall be approximately 12.5"W x 12.5"Depth x 33"H
- DELIVERY, INSTALLATION & MAINTENANCE shall be included in the bid price.
- All COOLERS shall be Underwriter Lab approved, or equal: *approved*
- All EQUIPMENT shall not contain lead or lead based solder in contact with water.
- COOLERS shall be free standing, suitable to accept containerized water.
- COLD WATER service equipment shall be mechanically cooled with thermostatic controls.
- HOT WATER service equipment shall be electrically heated and thermostatically controlled (approximately 160°-180°F) Fahrenheit
- ELECTRICAL REQUIREMENTS- 120 volt, single phase, 60 Hz
- DRIP RECEPTOR shall be removable
- Should the models bid become obsolete, the substitution of models will be permitted under the following conditions:
 - a) the substitution confirms to the specifications as stated herein,
 - b) the specifications for the proposed substitution is provided to the user department

MAINTENANCE OF LEASED EQUIPMENT

The leased cost of each cooler shall include inside delivery and installation, full service maintenance, including labor and replacement of all non-consumable parts as well as one (1) annual inspection and cleaning/sanitizing. The vendor shall repair or replace malfunctioning coolers within twenty-four (24) hours of receiving the service call from the user department.

DELIVERIES:

- 1) All deliveries throughout the contract term must be during normal business hours; Monday-Friday from 8:00 a.m. -12:00 p.m. and 1:00 p.m. -4:00 p.m.
- 2) Bidder shall be solely responsible for familiarity with any site-specific delivery conditions. (i.e. building access, parking, elevators, stairs, security requirements, etc)
- 3) Bidder shall deliver the requested amount of product within twenty-four (24) hours following the request or earlier if requested.

PRICING:

Bidders shall indicate on the Bid Page (refer to Exhibit B); a firm unit price per five (5) gallon drinking and/or spring vessel/bottle water, ~~(6.5)~~ *16.0 per bid page* and 20 oz per case bottled water, *water* as well as a monthly rental fee to supply water dispensers to all user departments. Prices shall include all cost associated with maintenance, installation and repairs of the water dispenser unit(s). All prices must remain firm throughout the term of the contract and any extensions thereto.

LOCATION OF WATER DISPENSERS:

The following locations listed below are to be considered minimum. The County reserves the right to request additional water dispensers or reduce the number of dispensers as necessary and Vendor agrees to comply with such requests. Vendor agrees to furnish additional water dispensers at prices agreed to in this bid.

	NAME	ADDRESS	DISPENSER		
			Hot/Cold	Temp/Cold	Cold
1.	HIDALGO CO 93RD DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, Tx	1		
2.	HIDALGO CO 92ND DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, Tx	1		
3.	HIDALGO CO 449TH DISTRICT COURT	1001 N. Doolittle Rd, Edinburg, Tx	1		
4.	HIDALGO CO 430TH DISTRICT COURT	111 S. 9TH ST., Edinburg, Tx		1	
5.	HIDALGO CO 398TH DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, Tx	2		
6.	HIDALGO CO 389TH DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, Tx	2		
7.	HIDALGO CO 332ND DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, Tx	1		
8.	HIDALGO CO 275 TH DISTRICT COURT	100 N. Closner, 1st Floor, Edinburg, Tx	1		
9.	HIDALGO CO 206TH DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, Tx	1		1
10.	HIDALGO CO 139TH DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, Tx			1
11.	HIDALGO CO AUDITOR'S OFFICE	2808 S. Business 281-Edinburg, Tx	1		
12.	HIDALGO CO AUXILARY COURT	100 N. Closner, (Annex Bldg.)Edinburg, Tx	1	1	
13.	HIDALGO CO BUDGET OFFICE	2818 S. Bus. Hwy. 281, Edinburg, Tx	1	2	
14.	HIDALGO CO CLERK OFFICE	100 N. Closner 1st Floor, Edinburg, Tx	1	1	1
15.	HIDALGO CO CONSTABLE PCT 2	523 S. Standard, San Juan, Tx		1	
16.	HIDALGO CO CONSTABLE PCT 4	2814 S. Business Hwy. 281 Edinburg, Tx			1
17.	HIDALGO CO CONSTABLE PCT 5	708 E. Edinburg, Ave., Elsa, Tx	1		
18.	HIDALGO CO COURT AT LAW 1	100 N. Closner 3rd Floor, Edinburg, Tx	1		
19.	HIDALGO CO COURT AT LAW 2	100 N. Closner 3rd Floor, Edinburg, Tx	1		
20.	HIDALGO CO COURT AT LAW 4	100 N. Closner 3rd Floor, Edinburg, Tx			1
21.	HIDALGO CO COURT AT LAW 5	100 N. Closner 2nd Floor, Edinburg, Tx		1	
22.	HIDALGO CO DISTRICT ATTORNEY'S OFFICE	100 N. Closner 3rd Floor, Edinburg, Tx	1		1
23.	HIDALGO CO DISTRICT CLERK & PROBATE COURT	1615 S. Closner, Ste. C, Edinburg, Tx	1		
24.	HIDALGO CO DISTRICT CLERK'S OFFICE	100 N. Closner 1st Floor, Edinburg, Tx	1		
25.	HIDALGO CO ELECTION DEPARTMENT	101 S. 10TH ST., Edinburg, Tx	2		2
26.	HIDALGO CO EMERGENCY MANAGEMENT	302 W. University Dr., Edinburg, Tx		1	
27.	HIDALGO CO EXTENSION SERVICE	410 N 13TH ST, Edinburg, Tx			1
28.	HIDALGO CO FACILITY MGMT. OFFICE	3100 S. Hwy 281, Edinburg, Tx	2		1
29.	HIDALGO CO FACILITY MGMT. OFFICE-Carpentry Shop	219 E Loeb, Edinburg, Tx			1
30.	HIDALGO CO FIRE MARSHALLS	1124 N "M" Rd, Edinburg, Tx	1		
31.	HIDALGO CO HEALTH & HUMAN SERVICES	1304 S. 25TH, Edinburg, Tx	1	1	1
32.	HIDALGO CO HEALTH & HUMAN SERVICES	708 E. Edinburg Ave. Elsa, Tx		1	
33.	HIDALGO CO HEALTH & HUMAN SERVICES	702 E. Tejano, Hidalgo Tx			1
34.	HIDALGO CO HEALTH & HUMAN SERVICES	300 E. Hackberry, McAllen, Tx			1
35.	HIDALGO CO HEALTH & HUMAN SERVICES	1903 N FIR, Pharr, Tx		1	
36.	HIDALGO CO HEALTH & HUMAN SERVICES	1901 N. Bridge, Weslaco, Tx		1	
37.	HIDALGO CO HUMAN RESOURCES	208 West Cano, Edinburg, Tx	2		
38.	HIDALGO CO INDIGENT DEFENSE	100 N. Closner (Annex Bldg.), Edinburg, Tx		1	
39.	HIDALGO CO INFORMATION TECHNOLOGY DEPT.	100 E. Cano 4th Floor, Edinburg, Tx	1		1
40.	HIDALGO CO INFORMATION TECHNOLOGY DEPT.	100 N. Closner 1st Floor, Edinburg, Tx	1		
41.	HIDALGO CO JP PCT 1 PL 1-Gilbert Saenz	1902 Joe Stephens 301, Weslaco, Tx		1	
42.	HIDALGO CO JP PCT 2 PL 1-Bobby Contreras	300 W Hall Acres, Suite F, Pharr, Tx	1		

	NAME	ADDRESS	DISPENSER		
			Hot/Cold	Temp Cold	Cold
43.	HIDALGO CO JP PCT 2 PL 2- Rosa Trevino	300 W. Hall Acres Rd. Suite D, Pharr, Tx	1		
44.	HIDALGO CO JP PCT 3 PL 1- Luis J. Garza	730 Breyfogle St. Suite C, Mission Tx	1		
45.	HIDALGO CO JP PCT 3 PL 2 -Ismael Ochoa	730 Breyfogle St., Suite A, Mission, Tx	1		
46.	HIDALGO CO JP PCT 4 PL 1-Charlie Espinoza	212 N. 12th St, Edinburg, Tx	1		
47.	HIDALGO CO JP PCT 4 PL 2- Mary Alice Palacios	224 N. 12th Ave. Edinburg, Tx		1	
48.	HIDALGO CO JP PCT 5 PL 1- Speedy Jackson	708 E. Edinburg Ave., Elsa, Tx	1		
49.	HIDALGO CO JUDGE'S OFFICE	302 W. University, Edinburg, TX	1		
50.	HIDALGO CO JUVENILE BOOTCAMP	1711 NO. Bridge, Weslaco, Tx	1		1
51.	HIDALGO CO JUVENILE PROBATION DEPARTMENT	1001 N. Doolittle Rd., Edinburg, Tx		1	1
52.	HIDALGO CO LAW LIBRARY	100 N. Closner 1st Floor, Edinburg, Tx		1	
53.	HIDALGO CO MASTER COURT 1	100 N. Closner 2nd Floor, Edinburg, Tx		1	
54.	HIDALGO CO MASTER COURT 2	100 N. Closner 2nd Floor, Edinburg, Tx	1		
55.	HIDALGO CO PCT 1	1902 Joe Stephens, Weslaco, Tx	2	1	
56.	HIDALGO CO PCT 1-Delta Lake Park	1.5 Mi North, East Side of FM 88, Monte Alto, Tx	2		
57.	HIDALGO CO PCT 1-Sanitation	FM 1015 & MILE 11 N, Weslaco, Tx	1		
58.	HIDALGO CO PCT 1-Sunset	FM 1015 & MILE 11 N, Weslaco, Tx		1	
59.	HIDALGO CO PCT 2- Multi-Purpose Facility	1429 S. Tower Rd., Alamo, Tx		1	
60.	HIDALGO CO PCT State Office	301 E. State, Pharr, Tx			2
61.	HIDALGO CO PCT 2-Community Resource Center	509 E. Earling, San Juan, Tx	1		
62.	HIDALGO CO PCT 3-Anzaldua Park	P.O. Box 607, Mission, Tx		1	
63.	HIDALGO CO PCT 3-Landfill	3 Miles W. Military Hwy., Mission, Tx		1	2
64.	HIDALGO CO PCT 4	1102 N. Doolittle Rd., Edinburg, Tx		2	1
65.	HIDALGO CO PCT 4-Administration Office	1051 N. Doolittle Rd., Edinburg, Tx	1		
66.	HIDALGO CO PCT 4-Landfill	1102 N. Doolittle Rd., Edinburg, Tx		1	
67.	HIDALGO CO PLANNING DEPARTMENT -(w/Health Dept.)	1304 S 25th, Edinburg, Tx		1	
68.	HIDALGO CO PLANNING DEPARTMENT-Substation	2401 N. Moorefield, Mission Tx		1	
69.	HIDALGO CO PROBATE COURT	100 N. Closner, 3rd Floor, Edinburg, Tx			1
70.	HIDALGO CO PUBLIC DEFENDER'S OFFICE	100 N. Closner, 5th Floor, Edinburg, TX		1	
71.	HIDALGO CO PURCHASING DEPARTMENT	2812 S. Business Hwy 281, Edinburg, Tx	1	1	
72.	HIDALGO CO SAFETY DIVISION	2818 S. Business Hwy 281, Edinburg, Tx	1		
73.	HIDALGO CO SHERIFF'S OFFICE	711 El Cibolo, Edinburg, Tx	2	3	9
74.	HIDALGO CO TAX OFFICE-(Main Office)	2804 S. Business Hwy 281, Edinburg, Tx	4		
75.	HIDALGO CO TAX OFFICE-Auto License Dept. (Sub-Station)	509 E. Earling, San Juan, Tx	1		
76.	HIDALGO CO TAX OFFICE-Auto License Dept. (Sub-Station)	1902 Joe Stephens, Weslaco, Tx	1		
77.	HIDALGO CO TAX OFFICE-Auto License Dept. (Sub-Station)	722 Breyfogle, Ste 104, Mission, Tx	1		
78.	HIDALGO CO TAX OFFICE-Auto License Dept.(Sub-Station)	300 E. Hackberry, McAllen, Tx	1		
79.	HIDALGO CO TREASURER'S OFFICE	2810 S. Business Hwy 281, Edinburg, Tx	1		
80.	HIDALGO CO VETERANS SERVICES	2816 S. Business Hwy 281, Edinburg, Tx	1		
81.	HIDALGO CO WIC CLINIC	230 N. 86th St. San Carlos, Tx			1
82.	HIDALGO CO WIC CLINIC	113 Dawson Dr., Edinburg, Tx			1
83.	HIDALGO CO WIC CLINIC	220 Bicentennial, Suite D, Mcallen, Tx			1
84.	HIDALGO CO WIC CLINIC	3513 E. Main Ave., Suite 104, Alton, Tx			1
85.	HIDALGO CO WIC CLINIC	722 N. Breyfogle, Suite 2-C, Mission, Tx			1
86.	HIDALGO CO WIC CLINIC	1900 N. Knight, Pharr, Tx		1	
87.	HIDALGO CO WIC CLINIC	702 E. Tejano, Hidalgo Tx			1
88.	HIDALGO CO WIC CLINIC	301 S. 8th, Donna, Tx			1
89.	HIDALGO CO WIC CLINIC	371 E. Expressway 83, Sullivan City, Tx		1	

	NAME	ADDRESS	DISPENSER		
			Hot/Cold	Temp/Cold	Cold
90.	HIDALGO CO WIC CLINIC	708 E. Edinburg St., Elsa, Tx			1
91.	HIDALGO CO WIC CLINIC	211 S. Schuerback Rd, Mission, Tx		1	
92.	HIDALGO CO WIC CLINIC	1901 N.Bridge Ave., Weslaco, Tx		1	
93.	HIDALGO CO WIC CLINIC	3105 E. Richardson, Edinburg, Tx			1
94.	HIDALGO CO WIC CLINIC	540 S. Texas Ave., Mercedes, Tx			2
95.	HIDALGO CO WIC CLINIC	204 W. 2nd St., La Joya, Tx			1
96.	HIDALGO CO WIC CLINIC	300 E. Hackberry, McAllen, Tx			1
97.	HIDALGO CO WIC CLINIC	313 E. Business 83, Suite 113, Alamo, Tx			1
98.	HIDALGO CO WIC CLINIC	3001 N. 23rd St. Suite 8, McAllen, Tx		1	
99.	HIDALGO CO WIC CLINIC	1429 S. Tower Rd., Alamo, Tx			1
100.	HIDALGO CO WIC CLINIC	308 W. Hall Acres, Pharr, Tx			1
101.	HIDALGO CO WIC CLINIC	509 E. Earling, San Juan, Tx		1	
102.	HIDALGO CO WIC CLINIC	417 S. Oregon Ave., Weslaco, Tx		1	
103.	HIDALGO CO WIC CLINIC	3519 W. Main Ave.- Suite B, Alton, Tx			1
104.	HIDALGO CO WIC CLINIC	1505 N. Grant St.-Suite 1 & 2, Roma, Tx		1	
105.	HIDALGO CO WIC CLINIC	3404 Brave St, Suite 5, Rio Grande City, Tx		1	
106.	HIDALGO CO WIC CLINIC (Administration Office)	3105 W. University Dr., Edinburg, Tx		1	1
107.	HIDALGO CO WIC CLINIC (Las Milpas)	125 E. Las Milpas Rd., Suite E, Pharr, Tx			1
108.	HIDALGO CO PCT 4 SCRC	230 N. 86th St. San Carlos, Tx			1
109.	HIDALGO CO PCT 2- Administrative Offices	300 W. Hall Acres Rd. Suite G, Pharr, Tx		1	
110.	HIDALGO CO RIGHT OF WAY	2802 S. Business 281-Edinburg, Tx	1		
111.	HIDALGO CO JP PCT 1 PL-2-Jesus E. Morales	1902 Joe Stephens #302, Waslaco, Tx		1	
112.	HIDALGO CO PCT 1- SHOP	1902 Joe Stephens, Weslaco, Tx		1	
113.	HIDALGO CO PCT 1- R&B SHOP	FM 105 & MILE 11N, Weslaco, TX		1	
114.	HIDALGO CO PCT 1 DRAIN. BLDG	FM 105 & MILE 11N, Weslaco, TX		1	
115.	HIDALGO CO PCT 1 TIRE SHOP	FM 105 & MILE 11N, Weslaco, TX		1	
TOTAL OF WATER DISPENSERS			61	49	52

TERMS & CONDITIONS:

1) **CONTRACT TERM:**

The Contract term shall remain firm for an initial one (1) year with Hidalgo County's sole discretion to extend the contract for an additional two (2) one (1) year terms under the same rates, terms and conditions. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period at the at the end of the contract term for unforeseen delay in the award of the new bid and contingent upon ^{the} cost to remain unchanged.

- 2) The vendor who is awarded will ensure that all water dispensers are working properly before and after delivery and will provide maintenance and/or replacement service in accordance with the contract.
- 3) Any contract award 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 day's written prior to cancellation.
- 4) Hidalgo County may seek purchases from state awarded vendors or any other cooperative purchasing programs, whenever it is in the best interest to do so.
- 5) After bid award, ^{the} and low bidder(s) default(s) in meeting the general instructions to bidders and/or ^{does not} comply with contractual agreement, Hidalgo County reserves the right to seek services from the next low bidder(s). In such event, County shall charge the successful bidder(s) the difference for any additional cost of such item(s).

6) **SUBMITTAL OF INVOICES:**

Vendor (s) must submit an invoice to each County department user. The signed delivery/sales ticket provided with each delivery shall be verified with the invoice. The vendor (s) shall provide the following on each invoice:

- a) County department name and invoice & account number;
- b) Purchase Order number;
- c) Description and unit price for each item and total cost per line item and grand total of each invoice.

7) PURCHASE ORDERS:

Purchase order(s) shall be generated by the Hidalgo County Purchasing Agent to the successful vendor. The purchase order number must appear on all itemized invoices and packing slips. The County will not be held responsible for any orders placed without a valid current purchase order number. Payment will be made for all orders received and accepted by the user department.

- 8) To expedite evaluation of the bid. It is mandatory that Hidalgo County forms be used to submit pricing information.
- 9) The bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission.
- 10) Hidalgo County shall award the bid on a lump sum basis to one bidder and/or on an item by item bid basis, whichever is in the best interest of the County.
- 11) Delivery of **BOTTLED WATER SERVICE** will be to various Hidalgo County ^{departments} agencies as covered by purchase order only. Contractor is to provide water dispensing units on a rental basis as requested by the user department in any County office.
- 12) **INSURANCE REQUIREMENTS:** Vendor must meet Hidalgo County insurance requirements and shall submit documentation requested on Exhibit "C".

- 13) All costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.

14) 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.
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.

16.) ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquiries, and clarifications regarding this bid be addressed to: Martha L. Salazar, CPPB, Purchasing Agent, 2812 S. Business Hwy. 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

- 17.) ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE TO (956) 292-7612 OR VIA E-MAIL TO matilde.faz@co.hidalgo.tx.us by NO LATER THAN, MONTH 00, 2016, 5:00 PM.** Responses will be sent to all applicants via facsimile or e-mail by no later than, MONTH 00, 2016, 5:00 PM.

DRAFT

EXHIBIT "B"
BID PAGE
HIDALGO COUNTY
"BOTTLED WATER SERVICES"
Bid No: 2016-133-00-00-FAZ

VENDOR must enter all required pricing on this form.

PART- I

Drinking and/or Spring Water 5 - Gallon Bottles	
Drinking Water	\$
Spring Water	\$
16 oz. (___ bottles / per case)	\$
20 oz. (___ bottles / per case)	\$

PART- II
WATER DISPENSERS

MONTHLY DISPENSER RENTAL

Room Temperature	\$	Approximate Size: height ____ width ____ weight ____ depth ____
Cold	\$	Approximate Size: height ____ width ____ weight ____ depth ____
Hot/Cold	\$	Approximate Size: height ____ width ____ weight ____ depth ____

PART III
OPTIONAL SUPPLIES

4 oz. Conical Drinking Cups (Paper)	\$	(___ cups per pkg).
4.5 oz. Conical Drinking Cups (Paper)	\$	(___ cups per pkg).
8.5 fl. oz or 9 oz. Insulated Beverage Cups (Styrofoam)	\$	(___ cups per pkg).
8.5 fl. oz or 9 oz. Insulated Beverage Cups (Plastic)	\$	(___ cups per pkg).
Adjustable Water Cup Dispensers	\$	(___ cups per pkg).

NIGP COMMODITY CODE:
962-94- Water services bottled and bulk delivery (tanker services)
390-91- Drinking water
985-28- Coolers, drinking water, rental or lease
640-50- Paper Products: Cups
640-60- Plastic and Styrofoam products: Cups

EXHIBIT “A”
Revised-Specifications/Requirements
Hidalgo County
“Bottled Water Services”
Bid No: 2016-133-00-00-FAZ

OVERVIEW:

The purpose of this solicitation is to solicit sealed bids to establish a vendor to provide bottled water service for the Hidalgo County Departments. All services shall be provided in accordance with the specifications contained herein.

SCOPE OF WORK:

The vendor shall furnish all resources required to provide bottled drinking and/or spring water, paper cups and dispensing equipment, as specified herein on an “AS NEEDED BASIS”. Hidalgo County reserves the right to add or delete item(s) during the term of the contract.

SPECIFICATIONS/REQUIREMENTS

CONTAINERS:

All containers shall be returnable/reusable, five (5) gallon capacity, designed for inverted operation on dispensers. All containers shall be clear or translucent, impact resistant, poly carbonate plastic. Water caps shall be compatible with cooler models awarded pursuant to awarded contracts and those cooler models currently owned by the respective user departments. No storage racks are needed.

LEASED EQUIPMENT:

All equipment offered by the vendor through this contract shall be new and in compliance with the following minimum specifications:

- COOLERS-Full size, free standing, shall be approximately 12.5”W x 12.5” x 38”H
- DELIVERY, INSTALLATION & MAINTENANCE shall be included in the bid price.
- All COOLERS shall be Underwriter Lab approved, or **equivalent**.
- All EQUIPMENT shall not contain lead or lead based solder in contact with water.
- COOLERS shall be free standing, suitable to accept containerized water.
- COLD WATER service equipment shall be mechanically cooled with thermostatic controls.
- HOT WATER service equipment shall be electrically heated and thermostatically controlled (approximately 160°-180° F)
- ELECTRICAL REQUIREMENTS- 120 volt, single phase, 60 Hz.
- DRIP RECEPTOR shall be removable
- Should the models bid become obsolete, the substitution of models will be permitted under the following conditions:
 - a) the substitution confirms to the specifications as stated herein,
 - b) the specifications for the proposed substitution is provided to the user department

MAINTENANCE OF LEASED EQUIPMENT

The leased cost of each cooler shall include inside delivery and installation, full service maintenance, including labor and replacement of all non-consumable parts as well as one (1) annual inspection and cleaning/sanitizing. The vendor shall repair or replace malfunctioning coolers within twenty-four (24) hours of receiving the service call from the user department.

DELIVERIES:

- 1) All deliveries throughout the contract term must be during normal business hours; Monday-Friday from 8:00 a.m. -12:00 p.m. and 1:00 p.m. -4:00 p.m.
- 2) Bidder shall be solely responsible for familiarity with any site-specific delivery conditions. (i.e. building access, parking, elevators, stairs, security requirements, etc)
- 3) Bidder shall deliver the requested amount of product within twenty-four (24) hours following the request or earlier if requested.

PRICING:

Bidders shall indicate on the Bid Page (refer to Exhibit B); a firm unit price per five (5) gallon drinking and/or spring **water** vessel/bottle water, **16.0** and 20 oz per case bottled water, as well as a monthly rental fee to supply water dispensers to all user departments. Prices shall include all cost associated with maintenance, installation and repairs of the water dispenser unit(s). All prices must remain firm throughout the term of the contract and any extensions thereto.

LOCATION OF WATER DISPENSERS:

The following locations listed below are to be considered minimum. The County reserves the right to request additional water dispensers or reduce the number of dispensers as necessary and Vendor agrees to comply with such requests. Vendor agrees to furnish additional water dispensers at prices agreed to in this bid.

	NAME	ADDRESS	DISPENSER		
			Hot/Cold	Temp/Cold	Cold
1.	HIDALGO CO 93RD DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, TX	1		
2.	HIDALGO CO 92ND DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, TX	1		
3.	HIDALGO CO 449TH DISTRICT COURT	1001 N. Doolittle Rd, Edinburg, TX	1		
4.	HIDALGO CO 430TH DISTRICT COURT	111 S. 9TH ST., Edinburg, TX		2	
5.	HIDALGO CO 398TH DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, TX	2		
6.	HIDALGO CO 389TH DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, TX	1		
7.	HIDALGO CO 332ND DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, TX	1		
8.	HIDALGO CO 275 TH DISTRICT COURT	100 N. Closner, 1st Floor, Edinburg, TX	1		
9.	HIDALGO CO 206TH DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, TX	1		0
10.	HIDALGO CO 139TH DISTRICT COURT	100 N. Closner, 2nd Floor, Edinburg, TX			1
11.	HIDALGO CO ADULT PROBATION-SATF	1000 N. M Road, Edinburg, TX	2		
12.	HIDALGO CO AUDITOR'S OFFICE	2808 S. Business 281-Edinburg, TX	1		
13.	HIDALGO CO AUXILARY COURT	100 N. Closner, (Annex Bldg.)Edinburg, TX	1	1	
14.	HIDALGO CO BUDGET & MANAGEMENT OFFICE	2818 S. Bus. Hwy. 281, Edinburg, TX	1	1	
15.	HIDALGO CO BUDGET & MANAGEMENT WK COMP	2818 S. Bus. Hwy. 281, Edinburg, TX		1	
16.	HIDALGO CO CLERK OFFICE	100 N. Closner 1st Floor, Edinburg, TX	2	2	0
17.	HIDALGO CO CONSTABLE PCT 2	800 W. Hall Acres Rd. Ste. E, Pharr, TX		1	
18.	HIDALGO CO CONSTABLE PCT 4	2814 S. Business Hwy. 281 Edinburg, TX	1		0
19.	HIDALGO CO COURT AT LAW 1	100 N. Closner 3rd Floor, Edinburg, TX	1		
20.	HIDALGO CO COURT AT LAW 2	100 N. Closner 3rd Floor, Edinburg, TX	1		
21.	HIDALGO CO COURT AT LAW 4	100 N. Closner 3rd Floor, Edinburg, TX			1
22.	HIDALGO CO COURT AT LAW 5	100 N. Closner 2nd Floor, Edinburg, TX		1	
23.	HIDALGO CO DISTRICT ATTORNEY'S OFFICE	100 N. Closner 3rd Floor, Edinburg, TX	1		1
24.	HIDALGO CO DISTRICT CLERK'S OFFICE	100 N. Closner, Judicial Annex, Edinburg, TX	1		
25.	HIDALGO CO DISTRICT CLERK'S OFFICE	100 N. Closner 1st Floor, Edinburg, TX	1		
26.	HIDALGO CO ELECTION DEPARTMENT	101 S. 10TH ST., Edinburg, TX	2		2
27.	HIDALGO CO EMERGENCY MANAGEMENT	302 W. University Dr., Edinburg, TX		1	
28.	HIDALGO CO EXTENSION SERVICE	410 N 13TH ST, Edinburg, TX			1
29.	HIDALGO CO FACILITY MGMT. OFFICE	3100 S. Hwy 281, Edinburg, TX	2		1
30.	HIDALGO CO FACILITY MGMT. OFFICE-Carpentry Shop	219 E Loeb, Edinburg, TX			1
31.	HIDALGO CO FIRE MARSHALLS	1124 N "M" Rd, Edinburg, TX	1		
32.	HIDALGO CO HEALTH & HUMAN SERVICES	1304 S. 25TH, Edinburg, TX	2	0	1
33.	HIDALGO CO HEALTH & HUMAN SERVICES	708 E. Edinburg Ave. Elsa, TX		1	
34.	HIDALGO CO HEALTH & HUMAN SERVICES	702 E. Tejano, Hidalgo TX			1
35.	HIDALGO CO HEALTH & HUMAN SERVICES	300 E. Hackberry, McAllen, TX			1
36.	HIDALGO CO HEALTH & HUMAN SERVICES	1903 N FIR, Pharr, TX		1	
37.	HIDALGO CO HEALTH & HUMAN SERVICES	1901 N. Bridge, Weslaco, TX		1	
38.	HIDALGO CO HIDTA TASK FORCE	3100 S. Closner, Foxtrot Bldg. Edinburg, TX			1
39.	HIDALGO CO HUMAN RESOURCES	2818 S. Business Hwy. 281, Edinburg, TX	2		
40.	HIDALGO CO INDIGENT DEFENSE	100 N. Closner (Annex Bldg.), Edinburg, TX		1	
41.	HIDALGO CO INFORMATION TECHNOLOGY DEPT.	100 E. Cano 4th Floor, Edinburg, TX	1		1
42.	HIDALGO CO INFORMATION TECHNOLOGY DEPT.	100 N. Closner 1st Floor, Edinburg, TX	1		
43.	HIDALGO CO JP PCT 1 PL 1-Gilbert Saenz	1902 Joe Stephens 301, Weslaco, TX		1	
44.	HIDALGO CO JP PCT 2 PL 1-Bobby Contreras	300 W Hall Acres, Suite F, Pharr, TX	1		
45.	HIDALGO CO JP PCT 2 PL 2- Jaime J. Muñoz	300 W. Hall Acres Rd. Suite D, Pharr, TX	1		

	NAME	ADDRESS	DISPENSER		
			Hot/Cold	Temp/Cold	Cold
46.	HIDALGO CO JP PCT 3 PL 1- Luis J. Garza	730 Breyfogle St. Suite C, Mission TX	1		
47.	HIDALGO CO JP PCT 3 PL 2 -Ismael Ochoa	730 Breyfogle St., Suite A, Mission, TX	1		
48.	HIDALGO CO JP PCT 4 PL 1-Charlie Espinoza	212 N. 12th St, Edinburg, TX	1		
49.	HIDALGO CO JP PCT 4 PL 2- Mary Alice Palacios	224 N. 12th Ave. Edinburg, TX		1	
50.	HIDALGO CO JUDGE'S OFFICE	100 E. Cano, Edinburg, TX	1		
51.	HIDALGO CO JUVENILE BOOTCAMP	1711 N. Bridge, Weslaco, TX	1		2
52.	HIDALGO CO JUVENILE PROBATION DEPARTMENT	1001 N. Doolittle Rd., Edinburg, TX		1	1
53.	HIDALGO CO LAW LIBRARY	100 N. Closner 1st Floor, Edinburg, TX		1	
54.	HIDALGO CO MASTER COURT 1	100 N. Closner 2nd Floor, Edinburg, TX		1	
55.	HIDALGO CO MASTER COURT 2	100 N. Closner Portable Bldg., Edinburg, TX	1		
56.	HIDALGO CO PCT 1	1902 Joe Stephens, Weslaco, TX	2	1	
57.	HIDALGO CO PCT 1-Delta Lake Park	1.5 Mi North, East Side of FM 88, Monte Alto, TX	2		
58.	HIDALGO CO PCT 1-Sanitation	FM 1015 & MILE 11 N, Weslaco, TX	1		
59.	HIDALGO CO PCT 1-Sunset	FM 1015 & MILE 11 N, Weslaco, TX		1	
60.	HIDALGO CO PCT 2- Multi-Purpose Facility	1429 S. Tower Rd., Alamo, TX		1	
61.	HIDALGO CO PCT 2-Community Resource Center	509 E. Earling, San Juan, TX	0	1	
62.	HIDALGO CO PCT 3-Anzaldua Park	P.O. Box 607, Mission, TX		1	
63.	HIDALGO CO PCT 3-Landfill	3 Miles W. Military Hwy., Mission, TX		1	2
64.	HIDALGO CO PCT 4-Restitution	1124 N. M Rd., Edinburg, TX		2	1
65.	HIDALGO CO PCT 4-Administration Office	1051 N. Doolittle Rd., Edinburg, TX	1		
66.	HIDALGO CO PCT 4-Mechanic Shop	1102 N. Doolittle Rd., Edinburg, TX		1	
67.	HIDALGO CO PLANNING DEPARTMENT-(w/Health Dept.)	1304 S 25th, Edinburg, TX		1	
68.	HIDALGO CO PLANNING DEPARTMENT-Substation	2401 N. Moorefield, Mission TX		1	
69.	HIDALGO CO PROBATE COURT	100 N. Closner, 3rd Floor, Edinburg, TX			1
70.	HIDALGO CO PUBLIC AFFAIRS	100 E. Cano St. Edinburg, TX	1		
71.	HIDALGO CO PUBLIC DEFENDER'S OFFICE	100 N. Closner, 5th Floor, Edinburg, TX		1	
72.	HIDALGO CO PURCHASING DEPARTMENT	2812 S. Business Hwy 281, Edinburg, TX	1	1	
73.	HIDALGO CO SAFETY DIVISION	9805 N. 10 th St. McAllen, TX	1		
74.	HIDALGO CO SHERIFF'S OFFICE	711 El Cibolo, Edinburg, TX	2	3	9
75.	HIDALGO CO TAX OFFICE-(Main Office)	2804 S. Business Hwy 281, Edinburg, TX	3		
76.	HIDALGO CO TAX OFFICE-Auto License Dept. (Sub-Station)	509 E. Earling, San Juan, TX	1		
77.	HIDALGO CO TAX OFFICE-Auto License Dept. (Sub-Station)	1902 Joe Stephens, Weslaco, TX	1		
78.	HIDALGO CO TAX OFFICE-Auto License Dept. (Sub-Station)	722 Breyfogle, Ste 104, Mission, TX	3		
79.	HIDALGO CO TAX OFFICE-Auto License Dept.(Sub-Station)	300 E. Hackberry, McAllen, TX	1		
80.	HIDALGO CO TAX OFFICE-Auto License Dept. (Sub-Station)	1429 S. Tower Rd. Alamo, TX			1
81.	HIDALGO CO TAX OFFICE-Auto License Dept. (Sub-Station)	708 E. Edinburg, Ave. Ste. B, Elsa, TX	1		
82.	HIDALGO CO TREASURER'S OFFICE	2810 S. Business Hwy 281, Edinburg, TX	1		
83.	HIDALGO CO VETERANS SERVICES	2816 S. Business Hwy 281, Edinburg, TX	1		
84.	HIDALGO CO WIC CLINIC	230 N. 86th St. San Carlos, TX			1
85.	HIDALGO CO WIC CLINIC	113 Dawson Dr., Edinburg, TX			1
86.	HIDALGO CO WIC CLINIC	220 Bicentennial, Suite D, McAllen, TX			1
87.	HIDALGO CO WIC CLINIC	3513 E. Main Ave., Suite 104, Alton, TX			1
88.	HIDALGO CO WIC CLINIC	722 N. Breyfogle, Suite 2-C, Mission, TX			1
89.	HIDALGO CO WIC CLINIC	1900 N. Knight, Pharr, TX		1	
90.	HIDALGO CO WIC CLINIC	702 E. Tejano, Hidalgo TX			1
91.	HIDALGO CO WIC CLINIC	301 S. 8th, Donna, TX			1

	NAME	ADDRESS	DISPENSER		
			Hot/Cold	Temp/Cold	Cold
92.	HIDALGO CO WIC CLINIC	371 E. Expressway 83, Sullivan City, TX		1	
93.	HIDALGO CO WIC CLINIC	708 E. Edinburg St., Elsa, TX			1
94.	HIDALGO CO WIC CLINIC	211 S. Schuerback Rd, Mission, TX		1	
95.	HIDALGO CO WIC CLINIC	1901 N.Bridge Ave., Weslaco, TX		1	
96.	HIDALGO CO WIC CLINIC	3105 E. Richardson, Edinburg, TX			1
97.	HIDALGO CO WIC CLINIC	540 S. Texas Ave., Mercedes, TX			2
98.	HIDALGO CO WIC CLINIC-LACTATION CENTER	3001 N. 23 rd Ste. 2, McAllen, TX			1
99.	HIDALGO CO WIC CLINIC	313 E. Business 83, Suite 113, Alamo, TX			1
100.	HIDALGO CO WIC CLINIC	3001 N. 23rd St. Suite 8, McAllen, TX		1	
101.	HIDALGO CO WIC CLINIC	1429 S. Tower Rd., Alamo, TX			1
102.	HIDALGO CO WIC CLINIC	308 W. Hall Acres, Pharr, TX			1
103.	HIDALGO CO WIC CLINIC	509 E. Earling, San Juan, TX		1	
104.	HIDALGO CO WIC CLINIC	417 S. Oregon Ave., Weslaco, TX		1	
105.	HIDALGO CO WIC CLINIC	3503 W. Main Ave.- Suite 5-7, Alton, TX			1
106.	HIDALGO CO WIC CLINIC	2891 E. Grant St.-Suite 1 & 2, Roma, TX		1	
107.	HIDALGO CO WIC CLINIC	3404 Brand St, Suite 5, Rio Grande City, TX		1	
108.	HIDALGO CO WIC CLINIC (Administration Office)	3105 W. University Dr., Edinburg, TX		1	1
109.	HIDALGO CO PCT 4 SCRC	230 N. 86th St. San Carlos, TX			1
110.	HIDALGO CO PCT 2- Administrative Offices	300 W. Hall Acres Rd. Suite G, Pharr, TX	1	0	
111.	HIDALGO CO PCT 2-Field Operations Facility	4011 S. Veterans Blvd. San Juan, TX	1	1	
112.	HIDALGO CO PCT 2-County Wide Mechanic Shop	111 N. Birch St., Pharr, TX	1		
113.	HIDALGO CO EXECUTIVE OFFICE	2818 S. Business 281-Edinburg, TX	1		
114.	HIDALGO CO JP 1 PL 2-Jesus E. Morales	1902 Joe Stephens 302, Weslaco, TX		1	
115.	HIDALGO CO PCT 1- SHOP	1902 Joe Stephens, Weslaco, TX		1	
116.	HIDALGO CO PCT 1- R&B SHOP	FM 105 & MILE 11N, Weslaco, TX		1	
117.	HIDALGO CO PCT 1 DRAIN. BLDG	FM 105 & MILE 11N, Weslaco, TX		1	
118.	HIDALGO CO PCT 1 TIRE SHOP	FM 105 & MILE 11N, Weslaco, TX		1	
TOTAL OF WATER DISPENSERS			68	51	48

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Purchase order(s) shall be generated by the Hidalgo County Purchasing Agent to the successful vendor. The purchase order number must appear on all itemized invoices and packing slips. The County will not be held responsible for any orders placed without a valid current purchase order number. Payment will be made for all orders received and accepted by the user department.

- 8) To expedite evaluation of the bid. It is mandatory that Hidalgo County forms be used to submit pricing information.
- 9) The bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission.
- 10) Hidalgo County shall award the bid on a lump sum basis to one bidder and/or on an item by item bid basis, whichever is in the best interest of the County.
- 11) Delivery of **BOTTLED WATER SERVICE** will be to various Hidalgo County departments as covered by purchase order only. Contractor is to provide water dispensing units on a rental basis as requested by the user department in any County office.
- 12) **INSURANCE REQUIREMENTS:** Vendor must meet Hidalgo County insurance requirements and shall submit documentation requested on Exhibit "C".
- 13) All costs and expenses associated with the preparation and submission of (bids, proposals and/or quotes) shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed onto Hidalgo County.
- 14) **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.
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.

16.) ADDITIONAL INFORMATION:

Hidalgo County is requesting that any and all questions, inquiries, and clarifications regarding this bid be addressed to: Martha L. Salazar, CPPB, Purchasing Agent, 2812 S. Business Hwy. 281, Edinburg, Texas 78539. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

17.) ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE TO (956) 292-7612 OR VIA E-MAIL TO matilde.faz@co.hidalgo.tx.us by NO LATER THAN, MONTH 00, 2016, 5:00 PM. Responses will be sent to all applicants via facsimile or e-mail **by no later than, MONTH 00, 2016, 5:00 PM.**

Revised-EXHIBIT "B"
BID PAGE
HIDALGO COUNTY
"BOTTLED WATER SERVICES"
Bid No: 2016-133-00-00-FAZ

VENDOR must enter all required pricing on this form.

PART- I		
Drinking and/or Spring Water 5 - Gallon Bottles		
Drinking Water	\$	
Spring Water	\$	
Distilled Water 1 gallon	\$	
16 oz. (____ bottles / per case)	\$	
16.9 oz. (____ bottle / per case)	\$	
20 oz. (____ bottles / per case)	\$	
PART- II		
WATER DISPENSERS		
MONTHLY DISPENSER RENTAL		
Room Temperature	\$	Approximate Size: height ____ width weight ____ depth
Cold	\$	Approximate Size: height ____ width weight ____ depth
Hot/Cold	\$	Approximate Size: height ____ width weight ____ depth
PART III		
OPTIONAL SUPPLIES		
4 oz. Conical Drinking Cups (Paper)	\$	(____ cups per pkg.)
4.5 oz. Conical Drinking Cups (Paper)	\$	(____ cups per pkg.)
8.5 fl. oz. or 9 oz. Insulated Beverage Cups (Styrofoam)	\$	(____ cups per pkg.)
8.5 fl. oz. or 9 oz. Insulated Beverage Cups (Plastic)	\$	(____ cups per pkg.)
10 oz. Insulated Beverage Cups (Styrofoam)	\$	(____ cups per pkg.)
Adjustable Water Cup Dispensers	\$	(____ cups per pkg.)

REQUEST FOR BIDS

**HIDALGO COUNTY
“WATER EXTRACTION SERVICES (DEWATERING)”**

BID OPENING DATE

March 30, 2016

Contact Person:

Martha L. Salazar, CPPB, Purchasing Agent
Hidalgo County Purchasing Department
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
Edinburg, Texas 78539
956 318-2626



LEGAL NOTICE

BID NO.: 2016-133-00-00-FAZ

1. Sealed bids will be received for **"HIDALGO COUNTY - "BOTTLED WATER SERVICES"** in accordance with the specifications attached as Exhibit "A" hereto. Bids should address all specifications set forth. Bidders may suggest substitutions of features which they feel would be in the best interest of Hidalgo County ("County"). Strong rationale must be presented for any deviation from the specifications. Hidalgo County reserves the right to reject the deviation and its effect on the overall bid.
2. **One (1) original and Three (3) copies** of all bids are required with the bidders name and return address clearly typed and or/printed on upper left hand corner and the proper notation clearly typed/printed on the lower left hand corner of the envelope and/or package: **BID NO.: 2016-133-00-00-FAZ "HIDALGO COUNTY-"BOTTLED WATER SERVICES"** and at County's Purchasing Department with a physical address: 2802 S. Business 281 and a mailing address: 2812 S. Business Hwy 281, New Administration Building, Edinburg, Texas, **on or before 9:30 A.M, WEDNESDAY, MARCH 30, 2016. NO FACSIMILES OR LATE ARRIVALS WILL BE ACCEPTED. ANY RFB RECEIVED AFTER THAT TIME WILL NOT BE OPENED AND WILL BE RETURNED. OVERNIGHT MAIL MUST ALSO BE PROPERLY LABELED ON THE OUTSIDE OF EXPRESS ENVELOPE OR PACKAGE WITH REFERENCE TO "HIDALGO COUNTY - RFB NO.: 2016-133-00-00-FAZ "BOTTLED WATER SERVICES"** Hidalgo County reserves the right to refuse and reject any/all bids and to waive any/all formalities or technicalities, or to accept the bids considered the best and most advantageous to Hidalgo County.
3. Hidalgo County reserves the right to: A. separate and accept, or eliminate any item(s) listed under this bid that it 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 its best interest to do so."
4. The Bidder shall not substitute items named in the bid without the express written consent of Hidalgo County. Failure of the delivered item to perform as specified or failure to meet the stated delivery schedule shall release Hidalgo County from all obligations to the contracting party with regard to the item(s) in question. In such event, County may elect to award the contract to the next-lowest responsible bidder, or to reject all bids and re-advertise.
5. For work to be performed at a County owned or operated location, each bidder shall, in its sole discretion, visit the job site before preparing the bid and thoroughly familiarize himself/herself with existing conditions. Bidder should take field dimensions and note all circumstances which affect the dollar amount of the bid.
6. Descriptive specifications are referenced in this document to indicate the general kind and quality of equipment desired by Hidalgo County. Due to various styles and models of equipment, bidders are required to include illustrations, specifications, explanation of warranties, and service data with their bid including catalogue numbers and any necessary references.

7. No bid may be withdrawn within thirty (30) days from the scheduled time to open bids.
8. Proposed prices are to remain firm for a minimum of ninety (90) days after bid opening.
9. Any interpretations, amendments, corrections or changes to this bid document must be in a written addendum and signed by the County Judge or his designee. Addenda will be mailed to all who are known to have received a copy of the Request for Bids. Bidders shall acknowledge receipt of all addenda as a part of their bid.
10. County reserves the right to accept or reject any or all Bids.
11. Costs are to be net F.O.B., County Prepaid.
12. County is exempt from Federal Excise Tax, State Tax and Local Tax. Do Not include tax in cost figure. If it is determined that tax was included in the cost figures it will not be included in the tabulation of any awards. Tax exemption certificates will be furnished upon request.
13. Funds for this procurement have been provided through the County budget for this fiscal year only. County, on an annual basis, has the right to reconsider a contract during the budget process for ensuing years if financial resources of County are insufficient to meet the liabilities of said contract. The award of a bid or contract hereunder will not be construed to create a debt of the County which is payable out of funds beyond the current fiscal year.
14. Upon award and prior to execution of a contract, Sole Proprietorships are required to submit a copy of their social security cards to the Hidalgo County Auditor's Office in order to establish an account with the County. All awarded vendors must submit a completed W-9 and a copy of their Federal ID Number Certificate.
15. DELIVERY INSTRUCTIONS:
 - . No deliveries accepted after 3:00 P.M., Monday-Friday.
 - . At least seventy two (72) hours prior notice of delivery must be given to Martha L. Salazar, Purchasing Agent before delivery will be accepted.
 - . If you need additional information call the office listed below:

Hidalgo County Purchasing Department
Martha L. Salazar, Purchasing Agent
(956) 318-2626
16. BILLING AND PAYMENT INSTRUCTIONS:
 - . Invoices must include:
 - a) Name and address of successful bidder
 - b) Name and address of receiving department or official
 - c) Purchase Order Number (if any)
 - d) Notation - "**HIDALGO COUNTY -RFB NO.: 2016-133-00-00-FAZ -"BOTTLED WATER SERVICES"**"

Descriptive information as to the items or services delivered, including product code, item number, quantity, etc.
 - e) Contract number must be indicated on all invoices
 - . Discount payments will be considered when offered.

standard, rendering of advice, investigation, auditing, or in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter pertaining to any program requirement or a contract or subcontract, or to any solicitation or proposal therefore pending before any department or agency of the County.

. It shall be a breach of ethics for any payment, gratuity or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor for any contract for the County, or any person associated therewith, as an inducement for the award of a subcontract or order.

. No public official shall have an interest in a contract awarded hereunder except in accordance with Tex. Loc. Govt. Code Chapter 171.

NOTICE:

ALL COMMUNICATIONS BY A VENDOR TO THE COUNTY, ITS OFFICIALS, AND DEPARTMENT HEADS REGARDING THIS PROCUREMENT SHALL BE DONE THROUGH THE HIDALGO COUNTY PURCHASING DEPARTMENT.

20. Disclosure of Conflict of Interest

. Effective January 1, 2016, Chapter 176 of the Texas Local Government Code requires that any vendor, person, consultant or contractor considering doing business with Hidalgo County (“the County”) to disclose in the Conflict of Interest Questionnaire (the “CIQ”) attached as [Exhibit D-1](#), the vendor, person, consultant or contractor’s affiliation or business relationship that might cause a conflict of interest with the County. By law, the CIQ must be filed with the Hidalgo County Clerk’s Office no later than the seventh business day after the date the person becomes aware of facts that require that statement to be filed. The disclosure requirement applies to a person or business who contracts or seeks to contract with Hidalgo County for the sale or purchase of property, goods or service. Any purchase order or contract resulting from this process shall be considered null and void if the successful bidder fails to comply with Texas Local Government Code Chapter 176. Vendors, consultants, contractors and others who desire to conduct business with Hidalgo County are encouraged to refer to Texas Local Government Code Chapter 176 for the details of this law. An offense under Texas Local Government Code Chapter 176 is a Class C Misdemeanor. **Completed Form CIQ must be submitted to the Hidalgo County Clerk’s Office located at 100 N. Clozner, Edinburg, Texas 78539 - Hidalgo County Courthouse.**

COMPLETION AND SUBMISSION OF FORM CIQ IS THE SOLE RESPONSIBILITY OF THE PROSPECTIVE RESPONDENT. QUESTIONS REGARDING COMPLIANCE SHOULD BE DIRECTED TO YOUR LEGAL COUNSEL.

21. **CERTIFICATE OF INTERESTED PARTIES (FORM HB1295)**

As of January 1, 2016, to comply with Texas Government Code Section §2252.908, and the rules issued by the Texas Ethics Commission found in Title 1, Section 46.1, 46.3 and 46.5 of the Texas Administrative Code, we have updated and revised our RFB packet. In accordance with these requirements, business must submit a completed Certificate of Interested Parties Form 1295 to the County before the County may enter into a contract with the business entity. In box 3 of Form 1295, you will provide the **RFB Project No. (2016-133)**, as shown on the packet. Once completed and filed with the Texas Ethics Commission, Form 1295 must be printed and signed in the presence of a notary and submitted to our office either by facsimile transmission to (956) 292-7612 or via email to: matilde.faz@co.hidalgo.tx.us.

Hidalgo County cannot enter into a contract until Form 1295 is submitted. Therefore, failure to timely submit Form 1295 signed and notarized may result in delay of award. Full instructions for completion and submittal of Form 1295 may be found on the Texas Ethics Commission website:

<https://www.ethics.state.tx.us/tec/1295-Info.htm>

THE AWARDED VENDOR WILL HAVE THIRTY (30) DAYS TO SUBMIT THE SIGNED NOTARIZED FORM 1295. HIDALGO COUNTY CANNOT ENTER INTO A CONTRACT UNTIL FORM 1295 IS SUBMITTED.

FORM CIS (LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT will be included in packet as Exhibit "D-2". This is to inform all prospective Vendors of the new statute (HB 23), becoming effective on September 01, 2015.

FORM CIS IS THE SOLE RESPONSIBILITY OF HIDALGO COUNTY. Should you have any questions regarding HB23, (form CIS) please direct yourself and/or consult with your Legal Counsel.

22. If, during the life of any contract or bid awarded, the successful bidder's net prices generally available to other customers for items awarded herein are reduced below the contracted price, it is understood and agreed that the benefits of such reduction shall be extended to the County.
23. Bids, and all goods and services provided hereunder, shall comply with all federal, state and local laws concerning this type(s) of goods and/or services.
24. Minimum Standards for Responsible Prospective Bidders: A prospective bidder must affirmatively demonstrate bidder's responsibility. A prospective bidder, by submitting a bid, represents to County that it meets the following requirements:
 - . Possess or is able to obtain adequate financial resources as required to perform under the bid;
 - . Be able to comply with the required or proposed delivery schedule;
 - . Have a satisfactory record of performance;
 - . Have a satisfactory record of integrity and ethics;
 - . Be otherwise qualified and eligible to receive an award.
25. Successful bidder will pay or cause to be paid, without cost or expenses to County, all FICA, FUTA/SUTA and Federal Income Withholding Taxes of all employees, and all wages and benefits as required by Federal or State law. Successful bidder's officers, agents and/or employees will not be entitled to any benefits of an employee or elected official of County, including, but not limited to, benefits associated with County's civil service system.
26. Any contract award 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 day's written notice prior to cancellation.
27. County reserves the right to enforce performance of any contract awarded hereunder in any manner prescribed by law or deemed to be in the best interest of the County in the event of breach or default by successful bidder; County reserves the right to terminate any contract immediately in the event a successful bidder fails to:

- A. Meet schedules;
- B. Pay any required fees or taxes; or
- C. Otherwise perform in accordance with the specifications.

28. Successful bidder shall defend, indemnify and save harmless County and all its elected officials, officers, agents and employees from all suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the successful bidder, or of any agent, employee, subcontractor or supplier of successful bidder in the execution of, or performance under, any contract which may result from bid award or which arises from any event or casualty happening on or within County premises themselves or happening upon or in any halls, elevators, entrances, stairways or approaches of or to such County facilities. Successful bidder shall pay any judgment with costs which may be obtained against County growing out of such injury or damages, and shall, upon request, provide a defense to County by counsel reasonably acceptable to County. Successful bidder's indemnity hereunder shall include, but is not limited to, claims relating to patent, copyright or trademark infringement, and the like, arising out of the goods and services provided by successful bidder.
29. Successful bidder shall warrant that all items/services shall conform with the specifications and/or all warranties provided under the Uniform Commercial Code and be free from all defects in material, workmanship and the like. Items supplied under a contract pursuant to this Request for Bids shall be subject to County's approval. Items found to be defective or not meeting specifications shall be replaced by successful bidder within two business days at no expense to County. Items not picked up within one (1) week after notification shall be deemed a donation to County and may be used or disposed of at County's discretion and without waiver of any other rights of County as to the item's nonconformity.
30. This document and any disputes arising hereunder shall be governed and construed according to the laws of the State of Texas, and will be performable exclusively in Hidalgo County, Texas.
31. The successful bidder shall not assign, sell, transfer or convey its rights under any awarded contract, in whole or in part, without the prior written consent of County.
32. Respondents must provided all documentation requested with this (RFB), Request for Bid, in their response (except for the CIQ form if NON APPLICABLE). Failure to provide tis information may result in rejection of the RFB as nonconforming.

Bid
for
**"HIDALGO COUNTY
"BOTTLED WATER SERVICES"
BID NO.: 2016-133-00-00-FAZ**

To: Martha L. Salazar, CPPB, Purchasing Agent
Physical Address: 2802 S. Business Hwy. 281 -New Administration Building
Mailing/Postal Address: 2812 S. Business Hwy. 281
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: _____
Address: _____
By: _____
Printed Name: _____
Title: _____

THE STATE OF TEXAS §
§
COUNTY OF HIDALGO §

SERVICE CONTRACT
C-16-133-00-00

THIS CONTRACT is made and entered into this ___ day of _____, **2016**
by and between the **County of Hidalgo, Texas** ("County") and _____
("Company").

WHEREAS, Company responded to notices for Request for Sealed Bids (RFB) for:
"BOTTLED WATER SERVICES" (on an as needed basis) (the "Services"); and

WHEREAS, Company submitted a sealed bid to provide services in accordance with Exhibit
"A" Request for Sealed Bids (RFB) Procurement Packet attached hereto respectively, and
incorporated herein for all purposes of (the "RFB"); and;

WHEREAS, in recognition of and in consideration of Company's agreement to perform the
Services in accordance with Specifications within Exhibit "A" Request for Sealed Bids (RFB)
Procurement Packet, the Commissioners Court of County awarded the sealed 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 **Hidalgo County**. 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 contained in Exhibit "A" Request for Sealed Bids (RFB) Procurement Packet within

Hidalgo County following a request for Services by the **Hidalgo County**. 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. Further Hidalgo County reserves the right to request these services from other sources other than the successful vendor and shall not be in violation of any terms or conditions of said contract.

3. This Contract shall be for a period of **one (1) year (on an as needed basis)**, commencing on _____, **2016** and expiring on _____, **2017** and may be extended at the sole discretion of the County for an additional two (2) one (1) year periods under the same rates, terms and conditions. County also reserves the right to continue this sealed bid for an additional sixty (60) day grace period at the end of the Contract term for unforeseen delay of award for the next term and contingent upon cost remaining unchanged.

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:	County of Hidalgo Attn: County Judge 302 West University Drive 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 County 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.

17. **Commitment of Current Revenues Only.** In the event that, during any term hereof, the Commissioners Court does not appropriate sufficient funds to meet the obligations of County under this Agreement, County may terminate this Agreement upon ninety (90) days written notice to Company. County agrees, however, to use reasonable efforts to secure funds necessary for the continued performance of this Agreement. The parties intend this provision to be a continuing right to terminate this Agreement at the expiration of each budget period of County pursuant to the provisions of Tex. Loc. Govt. Code Ann. ' 271.903 (Vernon Supp. 1996).

18. **Entire Agreement.** This Contract contains the entire contract between the parties hereto, and each party acknowledges that neither has made (either directly or through any agent or representative) any representation or agreement in connection with this Contract not specifically set forth herein. This Contract may be modified or amended only by agreement in writing executed by the parties hereto, and not otherwise.

19. **Immunities.** Nothing in this Contract is intended to and County does not hereby waive, release or relinquish any right to assert any of the defenses County enjoys by virtue of the state or federal constitution, laws, rules or regulations, and any sovereign, official or qualified immunity available to County as to any claim or action of any person, entity, or individual against County.

EXHIBIT "A"

REQUEST FOR SEALED BIDS (RFB) PROCUREMENT PACKET

DRAFT

EXHIBIT "B"
VENDOR'S BID PRICE

DRAFT

EXHIBIT "C"
INSURANCE REQUIREMENTS

DRAFT

Zimbra

leticia.saenz@co.hidalgo.tx.us

RE: Review & Approve as to form-DRAFT (Procurement) C-16-133-00-00-FAZ-BOTTLED WATER SERVICES-HC

From : Steve Crain <scrain@atlashall.com>

Wed, Mar 09, 2016 05:23 PM

Subject : RE: Review & Approve as to form-DRAFT (Procurement) C-16-133-00-00-FAZ-BOTTLED WATER SERVICES-HC

1 attachment

To : 'Leticia H. Saenz' <leticia.saenz@co.hidalgo.tx.us>

The agreement is OK.

From: Leticia H. Saenz [mailto:leticia.saenz@co.hidalgo.tx.us]**Sent:** Wednesday, March 09, 2016 3:52 PM**To:** Steve Crain <scrain@atlashall.com>; Marynel Trevino <mntrevino@atlashall.com>**Cc:** Matilde Faz <matilde.faz@co.hidalgo.tx.us>; Martha L. Salazar <martha.salazar@co.hidalgo.tx.us>; Sandy Suarez <sandy.suarez@co.hidalgo.tx.us>; Elena Gomez <elena.gomez@co.hidalgo.tx.us>**Subject:** Review & Approve as to form-DRAFT (Procurement) C-16-133-00-00-FAZ-BOTTLED WATER SERVICES-HC

Good afternoon, Mr. Crain-

Please review and approve as to form "draft" agreement (attached hereto) for the purposes of the *[procurement process]* only for: Bottled Water Services for Hidalgo County.

Please advise.

Respectfully,

Leticia H. Saenz, CPPB/Contracts Manager*Hidalgo County Purchasing Department**2812 South Business Highway 281**Edinburg, Texas 78539**P(956) 318-2626 F(956) 318-2629**Email: leticia.saenz@co.hidalgo.tx.us*

😊...DON'T WORRY...BE HAPPY...😊

image001.gif
345 B