



Hidalgo County Purchasing Department
 2812 S. Business Highway 281
 New Administration Building
 Edinburg, Texas 78539
 (956) 318-2626/ Fax: (956) 292-7612

MEMORANDUM
 (Approval of Specifications)

To: Hon. Joseph Palacios, Commissioner
 Hidalgo County Precinct No. 4

ATTN: Lulu Lucio/ Nick Perez

From: Sandy Suarez ^{spd}, Buyer II
 Hidalgo County Purchasing Dept.

Date: August 19, 2016

Re: RFB No. 2016-217-SGS- Approval of Specifications for Hidalgo County
 "Purchase of (12) Used 2012 or 2013 International and/or Kenworth Tractor Trucks
 and (12) 2012 Used Tylal and/or Global Vacuum Trailers"

Please review the following SPECIFICATIONS and verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE**. If the modified specifications are NOT met, make any and all additional modifications necessary and return the revised copy to purchasing department.

If you have any questions, please call me at (956) 318-2626 ext# 4860.

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

FUNDS AVAILABILITY: _____ YES / _____ NO/ _____ Other

(Specify) _____

BUDGET ACCOUNT #: TBD by Budget Dept

<u>Maria D. Lucio</u>	<u>Maria D. Lucio</u>	<u>Pct 4</u>	<u>8-19-16</u>
AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: sandy.suarez@co.hidalgo.tx.us by no later than August 22, 2016 @ 10:00 a.m.

Enclosures



Hidalgo County Purchasing Department
 2812 S. Business Highway 281
 New Administration Building
 Edinburg, Texas 78539
 (956) 318-2626/ Fax: (956) 318-7612

MEMORANDUM
 (APPROVAL OF SPECIFICATIONS)

To: ALL DEPARTMENT HEADS

From: Sandy Suarez ^{CRK}, Buyer II
 Hidalgo County Purchasing Department

Date: August 19, 2016

Re: Approval of Specifications for: BID NO. -2016-217-00-00-SGS
 Hidalgo County - "Purchase (12) Used 2012 or 2013 International and/or Kenworth Tractor Trucks & (12) Used 2012 Tytal and/or Global Vacuum Trailers"

Please review the following **SPECIFICATIONS** and verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE**. If specification is **NOT** met, make any and all modifications necessary and return the revised copy to the designated Buyer in the Purchasing Department.
 If you have any questions, please call me at (956) 318-2626 ext# 4860.

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

FUNDS AVAILABILITY: YES / NO / Other

(Specify) _____

BUDGET ACCOUNT #: to be determined by Budget Office

	Joe M. Flores	PH#3	8/19/16
AUTHORIZED SIGNATURE	PRINTED NAME	DEPARTMENT	DATE

SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA EMAIL to: sandy.suarez@co.hidalgo.tx.us OR VIA FAX TO (956) 292-7612, **no later than today 2:30 p.m.**

Enclosures

EXHIBIT "A"
HIDALGO COUNTY

"Purchase of (12) Used 2012 or 2013 International and/or Kenworth Tractor Trucks and (12) Used 2012 Tytal and/or Global Vacuum Trailers"
RFB No. 2017-217-00-00-SGS

SPECIFICATIONS AND REQUIREMENTS:

Hidalgo County is seeking to **"Purchase (12) Used 2012 or 2013 International and/or Kenworth Tractor Trucks and (12) Used 2012 Tytal and/or Global Vacuum Trailers"**, that are in good working condition with the following requirements: As a one (1) time purchase with acquisition/evidence through a properly processed submitted requisition and/or Purchase Order and in accordance with the specifications/requirements specified herein and including, but not limited to all provisions set forth in the accompanying documentation. Mileage and lowest cost will be a key factor in its discision.

USED TRACTOR TRUCKS - (Equal to or Better)

- Year: 2012 or 2013 International and/or Kenworth
- Body Type: Tractor Truck
- Air Conditioned Cab
- Diesel Engine - 450-475 Horse Power
- Fuel Type: Diesel
- Transimission: Manual
- PTO (included)
- Vacuum Pump (included)
- Brake System: Air
- Tire Condition: New
- Tire Size: Front – 11R 24.5
- Back – 11R 24.5
- Rims: Polished Aluminum
- Maximum Mileage - 160,000 miles
- Truck Color- White
- Sleeper
- New Battery
- New Windshield
- Power locks & Windows
- Six (6) month warranty on engine, transmission, vacuum pump and PTO, including all parts and labor.

USED VACUUM TRAILERS – (Equal to or Better)

- Year: 2012 Tytal and/or Global
- Trailer Capacity – 130 BBL / 5,460 Gal
- Trailer Dimensions - 42 ft length x 98 in width x 10'6' height
- Tank Composition – Steel
- Axle: Fixed Tadem
- Tire Condition: New
- Tire Size – 11R24.5
- Vacuum hose and fittings: 3 in
- Tire Rims - Steel Composition
- Trailer Color – White
- Six (6) month warranty on the tank, (i.e leaks etc.), including parts & labor

EXHIBIT "A"
HIDALGO COUNTY
"Purchase of (12) Used 2012 or 2013 International and/or Kenworth Tractor Trucks and (12) Used 2012 Tylal and/or Global Vacuum Trailers"
RFB No. 2017-217-00-00-SGS

STANDARD TERMS & CONDITION:

1. County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract term.
2. County will seek purchases from state awarded vendors whenever it is, its best interest to do so.
3. After bid is awarded and successful awarded contractor defaults in meeting the general instructions to bidders(s) and/or in complying with the contract agreement, Hidalgo County reserves the right to seek the services of the next lowest bidder(s). In such event, Hidalgo County shall charge the successful bidder the difference for any additional cost to the County.
4. Any contract awarded to a successful bidder will be in effect until; **if and when applicable**
 - a) The contract expires
 - b) Delivery acceptance of products and/or performance of services ordered, or
 - c) Terminated by County with thirty (30) days written notice prior to be cancellation.
5. Hidalgo County reserves the right to award the bid to ONE or MULTIPLE bidders if the County determines it is in its best interest to do so.
6. The Purchase Order will be awarded to the qualified responsible vendor(s) submitting the lowest and best bid on the product specified herein.
9. Insurance requirements for this project to be maintained throughout the contract term (Refer to limits on the Exhibit "C" for limits).
10. Hidalgo County reserves the right to reject any/all bids, to waive any/all formalities or technicalities, or to accept the bid considered the best and most advantage to the County.
11. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action. In cases of discrepancy between unit price and extension, the unit price shall govern.
12. After bid is awarded and low bidder s default s in meeting the general instructions to bidders and/or comply with contract agreement, Hidalgo County reserves the right to seek services from the next low bidder. In such event, County shall charge the successful bidder the difference for any additional cost of such item.
13. **Name Brands:** Specifications may reference name brands and model numbers. It is not the intent of Hidalgo County to restrict theses bids in such cases, but to establish a desired quality level of merchandise or to meet a pre-established standard due to like existing items. Offerors may offer items of equal stature and the burden of proof of such stature rests with offerors. Hidalgo County shall act as sole judge in determining equality and acceptability of products offered.

EXHIBIT "A"
HIDALGO COUNTY
"Purchase of (12) Used 2012 or 2013 International and/or Kenworth Tractor Trucks and (12) Used 2012
Tyral and/or Global Vacuum Trailers"
RFB No. 2017-217-00-00-SGS

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

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time. The County Purchasing Agent and/or the County Auditor reserve the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.

- 5) **Dollar Limit to Price Changes:** The total increase in contract price shall not exceed twenty-five percent (25%) of the original contract price during the contract term.

Additional Information:

All costs and expenses associated with the preparation and submission of bids shall be the responsibility of the bidder and no reimbursements for such charges or expenses shall be passed on to Hidalgo County.

Information regarding this project can be addressed in writing, to the Hidalgo County Purchasing Department. Hidalgo County is also requesting that any and all questions, inquiries and clarifications regarding quotes, bids, proposal or statement of qualifications be addressed to Martha L. Salazar, Cppb, Purchasing Agent, **AT 2802 SOUTH BUSINESS HWY 281, EDINBURG, TEXAS 78539.**

TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.

ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE OR VIA EMAIL NO LATER THAN, Monday MONTH 00, 2016 AT 5:00 P.M. AT (956) 318-2629. RESPONSES TO SAID INQUIRIES WILL BE SENT TO ALL APPLICANTS VIA EMAIL BY NO LATER THAN 5:00 P.M. Wednesday MONTH 00, 2016.