

EXHIBIT "A"
HIDALGO COUNTY
(All funding sources, programs & entities)
"DISPOSAL OF USED OIL, OIL FILTERS AND ANTIFREEZE"
RFB NO.: 2017-012A-00-00-SGS

SCOPE OF WORK:

Hidalgo County desires to contract for the collection, recycling and/or disposal services for used oil, used oil filters, anti-freeze, and absorbents (including drip pads, rags, oil contaminated soil and/or granular oil absorbents) at six (6) locations throughout Hidalgo County. There will be a minimum service of once per month or on an "as needed basis". The contracted vendor will remove used oil filters, antifreeze and absorbents once per quarter. If a request is made to the awarded Vendor by any of the County facilities, the Contractor will collect the materials within 24 hours of the notification.

Locations to be serviced					Estimated Annual Collection (per location)			
	Place		Address	Ph.	POC	Used Oil (gallons)	Used Oil Filters (55 gallon drum)	Antifreeze (55 gallons)
1	Precinct 1	Maintenance Shop	1902 Joe Stephens Ave. Weslaco, Texas 78596	968-8733	Richie Moreno	1,200	8	8
2	Precinct 2	County Wide Main. Shop	329 E. State St. Pharr, Texas 78577	787-1891	Enrique Escamilla	1,200	36	8
3		Field Operations Facility	4011 So. Veterans San Juan, Texas 78589	787-1891	Eduardo Pacheco			
4	Precinct 3	Road & Bridge Main. Shop	8310 W. Mile 7 Road Mission, Texas 78574	585-4509	Saul Ramirez	1,200	24	8
5	Precinct 4	Main. Shop	1102 N. Doolittle Edinburg, Texas	383-3112	Roman Rodriguez	1,500	24	8
6	Sheriff's Office	Maint. Shop	711 El Cibolo Road Edinburg, Texas	383-8114	Capt. Raul Cantu	2,550	24	8

SPECIFICATIONS/REQUIREMENTS:

The Awarded vendor shall provide all necessary labor, supervision, equipment and supplies for the removal and disposal of used oil, oil filters, antifreeze and absorbents generated by Hidalgo County facilities. County owned containers/drums will be included in this service, during the contracted term(s) and at no additional cost to the County.

The Awarded vendor will provide Hidalgo County with necessary documentation (copies must be submitted with Bid responses) showing compliance with state and federal laws and regulations governing the handling, transport and disposal and/or recycling of used oil, used oil filters, anti-freeze, and absorbents.

Cost

Charges will be on a **fixed** price per item basis, for the length of the contract term, specified herein. Any and all additional fees should be included in the Bid price. (Exhibit "B").

Containers

The contractor shall provide containers equipped with secondary containment equaling 110% of the container capacity and closeable lids for collection of used oil. All containers and/or drums will be provided by the contractor at **no cost** to the county. Containers should be in good condition, free of large dents, and be free of rust on the outside surface. Lids and sliding doors should be maintained to open and close freely without binding or hanging. Contractor will insure that they are maintained clean and in good working order.

The contractor will also provide appropriate containers such as 55-gallon drums or equivalent in good condition with closeable lids for used oil filters, anti-freeze and absorbents. All containers/drums used by contractor will meet federal and state standards for use with used oil along with used oil filters, antifreeze, and absorbents. Full containers/drums of used oil filters, antifreeze, and absorbents will be collected and

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replaced by an empty container of same capacity within 24 hours of a pick up request by the County.

Manifests or Invoices

The contractor will provide the County sequentially numbered manifests or invoices for each collection of used oil, used oil filters, anti-freeze and absorbents at each County facility. The manifest or invoice must have the following information:

- Contractor's Name, address, and phone number
- Contractor's TCEQ and EPA Identification Numbers
- Driver's name, Signature, and Valid drivers' license number for receipt of materials
- Name of Hidalgo County facility and address
- Name and signature of Hidalgo County facility personnel releasing materials
- Types of materials Collected (used oil, used oil filters, antifreeze and/or absorbents)
- Quantity Collected in gallons or containers (must indicate size of container)
- Collection Date and Time
- Disposal/Recycling facility name, address, telephone number, TCEQ/EPA identification number and,
- Name and signature of person receiving materials
- Copy of the manifest and/or invoice **must be left** with Department upon each pick up of material.

Contractor Responsibility while Collecting, Loading, or Unloading at County Facilities

The contractor will be responsible for implementing procedures to protect County property from spills of oil, fuel and/or any other hazardous materials while collecting used oil, used oil filters, antifreeze, and absorbents. They will be responsible for cleanup and appropriate corrective actions to remediate any impacts to county property due to their operations.

TERMS & CONDITIONS:

1. The term of contract is for one (1) initial year with the sole discretion of the County to extend for an additional one (1) year term, at the same rate, terms and conditions.
2. Hidalgo County reserves the right to hold bids for a period of ninety (90) days without taking any action.
3. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term for unforeseen delay in award of new bid for next contract term.
4. After bid is awarded and low bidder(s) default(s) in meeting the terms and conditions of this bid and/or comply with the contractual agreement, Hidalgo County reserves the right to seek services from the next lowest qualified bidder(s) and/or meeting all specifications.
5. 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.
6. Vendors must, upon request, furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. Hidalgo County will make the final determination as to the vendor's ability.
7. All products and/or services furnished under this RFB shall be warranted by the vendor to be free from defects and fit for the intended use.

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8. The awarded vendor shall observe and obey all laws, ordinances, rules and regulations of the Federal, State and local government which may be applicable to the supply of these products and/or services.
9. After contract 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 procure the articles and services from other sources and hold the defaulting contractor responsible for any excess cost occasioned thereby. In such event, Hidalgo County shall charge the successful contractor the difference for any additional cost to the County.
10. Continuing non-performance of the bidder in terms of specifications shall be basis for the termination of the contract by the County. The County shall not pay for work, equipment or supplies which are unsatisfactory. Vendor will be given a reasonable opportunity before termination to correct the deficiencies.
11. Hidalgo County reserves the right to award to One or to MULTIPLE bidders per department (Pct. location) if the County determines it is in the best interest to do so.
12. Vendor must thoroughly fill in each section of the Bid Page (Exhibit "B"), if applicable.
13. 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.
14. Any contract awarded to a successful bidder will be in effect until:
 - a) The contract expires
 - b) Delivery acceptance of product(s) and/or performance of services ordered or
 - c) Terminated by County with thirty (30) days written notice prior to cancellation.
15. Hidalgo County reserves the right to add or delete sites during the term of the contract under the same rates, terms and conditions.
16. The bidder(s) awarded the contract **cannot** engage the services of a **subcontractor without prior written consent of Hidalgo County** to perform services hereunder. The successful bidder(s) must present evidence that the proposed subcontractor possess all the necessary licenses and permits to perform the services and that subcontractor has obtained the required insurance.
17. All costs and expenses associated with the preparation and submission of (bids, proposals, quotes/sealed quotes and Statement of Qualifications) shall be the responsibility of the bidder and no reimbursement for such charges or expenses shall not be passed onto Hidalgo County.

ADDITIONAL INFORMATION:

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

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ALL WRITTEN INQUIRIES WILL BE ACCEPTED VIA FACSIMILE TO (956) 292-7612 OR VIA E-MAIL TO: sandy.suarez@co.hidalgo.tx.us by NO LATER THAN DAY, MONTH 00, 2017 BY 5:00 P.M. Responses will be sent to all applicants via facsimile or e-mail by no later than DAY, MONTH 00, 2017 BY 5:00 P.M.

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