



2802 S. Bus. Hwy 281  
Edinburg, Texas 78539  
Phone: (956) 318-2626  
Fax: (956) 318-2629

[www.co.hidalgo.tx.us/purchasing](http://www.co.hidalgo.tx.us/purchasing)

## MEMORANDUM

(Approval of Specifications)

**TO:** Joe Flores  
Hidalgo Co. Commissioner Pct. 3

**FROM:** Sandy Suarez,<sup>ss</sup> Contract Specialist I  
Hidalgo County Purchasing Department

**DATE:** June 8, 2018

**RE:** Approval of Specifications for: Bid No.: 2018-170-SGS  
Hidalgo County Pct. 3 - "Lease of Land (Approx. 5 acres) for Solid Waste Citizen  
Collection Site"

**C/c** Norma Ceballos

Please review the following **SPECIFICATIONS** and indicate if they meet all your requirements by selecting **APPROVE**, **DISAPPROVE** (or) **APPROVED WITH MODIFICATIONS** and signing below. If your answer is **DISAPPROVE**, please make any modifications necessary to the specifications 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 checked="" type="checkbox"/>	

FUNDS AVAILABILITY:  YES /  NO /  Other

(Specify) \_\_\_\_\_

BUDGET ACCOUNT #: 8-1200-431-00-123-005-0-540

	Joe M. Flores	Pct. 3	6/12/18
AUTHORIZED SIGNATURE	PRINT 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](mailto:sandy.suarez@co.hidalgo.tx.us) sooner, but by no later than **Friday, June 15, 2018 @ 1:00 P.M.****

Enclosures

Exhibit "A"  
HIDALGO COUNTY PCT. 3  
"Lease of Land (Approx. 5 Acres) For Solid Waste Citizen Collection Site"  
BID NO.: 2018-170-00-00-SGS

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**PROJECT OVERVIEW:**

The County of Hidalgo is seeking to lease real property for the purpose of establishing a new citizen's collection station near the vicinity of the Penitas' Landfill. ~~Property should be near the West side of Penitas on West Military Rd.,~~ for the disposal of residential solid waste including, but not limited to the following:

Commented [SS1]: Is this sufficient descriptive information of area location? Please modify as necessary.

**REQUIREMENTS:**

- Real property should be a minimum of **5 Acres**
- Property must be located in the premises South of Expressway 83, in the vicinity of Penitas, Texas
- Lease must be on a monthly payment basis.
- Bidder is required to submit copy of property insurance
- Bidder is required to provide legal description of the property along with your Bid response. (As listed at the Hidalgo County Appraisal District).
- Property ID number or Geographical ID number.
- Allow County owned signage on leased property.
- Lessor will be required to sign the Property Owner's Affidavit (30 TAC §330.11(a)), section of the Texas Commission on Environmental Quality (TCEQ)Municipal Solid Waste, Notice of Intent to Operate a Citizen's Collection Station Application.
- Lease will be a **three (3) year** term, with the County's sole option to extend for two (2) additional years.

**MONTHLY BILLING**

- A monthly invoice and/or statement must be submitted to Hidalgo County Precinct 3, payables division.
- To avoid delay of payment, each monthly invoice and/or statement must be numbered, dated, have the Purchase Order number, and have descriptive information indicated on it.
- All monthly invoices and/or statements shall be sent to:

Hidalgo County Precinct No. 3  
724 N. Breyfogle Rd.  
Mission, TX. 78574

**GENERAL TERMS AND CONDITIONS:**

1. The term of the contract will be for an initial **three (3) year** term with the County's sole option to extend contract for an additional **two (2) - one (1) year** terms, under the same rates, terms and conditions.
2. Hidalgo County reserves the right to continue this bid for an additional sixty (60) day grace period at the end of the contract term, and with a month to month tenancy thereafter, for any unforeseen delay in award of new bid for next contract term.
3. Vendor must submit and maintain all proper insurances for the duration of contract term (refer



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## MEMORANDUM

(Approval of Specifications)

**TO:** Martin Ramirez  
 Hidalgo Co. Environmental Compliance Division

**FROM:** Sandy Suarez,<sup>ss</sup> Contract Specialist I  
 Hidalgo County Purchasing Department

**DATE:** June 8, 2018

**RE:** Approval of Specifications for: Bid No.: 2018-170-SGS  
 Hidalgo County Pct. 3 - "Lease of Land (Approx. 5 acres) for Solid Waste Citizen  
 Collection Site"

C/c

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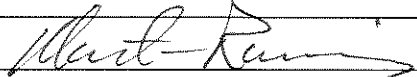
If you have any questions, please call me at (956) 318-2626 Ext# 4860.

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

FUNDS AVAILABILITY: \_\_\_\_\_ YES / \_\_\_\_\_ NO/ \_\_\_\_\_ Other

(Specify) \_\_\_\_\_

BUDGET ACCOUNT #: \_\_\_\_\_

 AUTHORIZED SIGNATURE	Martin Ramirez PRINT NAME	Env. Compliance DEPARTMENT	<sup>MR</sup> <del>06/10</del> 06/13/18 DATE
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