

MEMORANDUM

(APPROVAL OF SPECIFICATIONS)

TO: DEPARTMENT HEAD AND/OR ASSIGN PERSONAL

FROM: Elena Gomez, Contract Specialist II
Hidalgo County Purchasing Department

DATE: February 3, 2020

RE: APPROVAL OF SPECIFICATIONS
Bid No.-2020-020-00-00-MEG "HIDALGO COUNTY SHERIFF'S OFFICE-Purchase of Surveillance Tower"

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, February 19, 2020 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.

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

FUNDS AVAILABILITY: YES / NO / Other

(Specify) _____

BUDGET ACCOUNT NO: 0-1284-421-10-280-047-8-751

 AUTHORIZED SIGNATURE	 PRINTED NAME	HCSO DEPARTMENT	2/3/20 DATE
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SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: elena.gomez@co.hidalgo.tx.us by no later than February 19, 2020 @ 4:30 P.M.

Enclosures

EXHIBIT "A"

Specifications/Requirements
Hidalgo County Sheriff's Department
"Purchase of Mobile Surveillance Towers"
RFB No.: 2020-020-00-00-MEG

PROJECT OVERVIEW:

Hidalgo County Sheriff's Department is requesting sealed bids for the *"Purchase of Mobile Surveillance Towers"* on an "As Needed Basis".

I. GENERAL REQUIREMENTS:

The following are the minimum requirements and/or specifications that will be acceptable to the County. These requirements and/or specifications may be equal to or better. Any RFB that does not meet the minimum requirements and/or specifications will be rejected.

"Purchase of Mobile Surveillance Towers" on an "As Needed Basis" including, but not limited to, the following:

1. Portable mobile surveillance tower single cab able to reach a minimum height of 18 feet and a maximum height of 32 feet with the cab deployed;
2. Security system;
3. Reinforced mobile surveillance platform that can withstand high winds and inclement weather;
4. Mobile platform able to be moved by the current fleet of vehicles owned by Hidalgo County Sheriff's Department;
5. Gas generator with a minimum of 24 hours run time;
6. Fuel tank able to hold sufficient gallons of fuel to run straight through 24 hours;
7. Air conditioning/heating;
8. Tinted windows;
9. Under-cab safety camera;
10. Decent camera and alarm; and
11. Solar battery charging system.

II. DELIVERY LOCATION:

Hidalgo County Sheriff's Office
711 El Cibolo Road
Edinburg, TX. 78541
(956)-383-8114

III. REQUIREMENTS, TERMS, and CONDITIONS:

The initial contract term for this project **will be for one (1) year**. The County reserves the right to extend this bid award for an additional sixty (60) day grace period at the end of the contract term due to an unforeseen delay in the award of the new contract.

1. Vendor shall have been in business for a minimum of ten (10) years.
2. This contract is to be used by the Hidalgo County Sheriff's Department.
3. All RFB prices for items shall take into consideration shipping and handling costs. All prices are to be F.O.B. destination.

EXHIBIT "A"

Specifications/Requirements
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4. Hidalgo County has the authority to utilize State Contracts whenever it is in the County's best interest to do so.
5. Hidalgo County reserves the right to hold RFB for a period of ninety (90) days without taking action.
6. Hidalgo County reserves the right to award to one (1) or multiple vendors if it is determined that it is in its' best interest to do so.
7. Prices must remain **firm** for the entire contract period and each consecutive contract period.
8. Any contract awarded to a successful bidder will be in effect until;
 - A.) The contract expires
 - B.) Delivery acceptance of products and/or performance of services ordered, or
 - C.) Terminated by County with thirty (30) day's written notice prior to cancellation
9. Hidalgo County reserves the right to refuse and reject any/all request for sealed quotes and to waive any/all formalities or technicalities, or to accept the RFB considered the best and most advantageous to Hidalgo County.
10. **Name Brands:** Specifications may reference name brands and model numbers. It is not the intent of Hidalgo County to restrict the bid 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.

ADDITIONAL INFORMATION TO TERMS AND CONDITIONS:

All costs and expenses associated with the preparation and submission of all (bids, proposals, statements of qualifications and sealed quotes) shall be the responsibility of the vendor and no reimbursements for such charges or expenses shall be passed on to Hidalgo County.

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 South Business Hwy. 281, Administration Office, Edinburg, TX. 78539 or may be directed to the Contract Specialist assigned to the project, *Elena Gomez* (elena.gomez@co.hidalgo.tx.us).

All inquiries must be submitted by email to elena.gomez@co.hidalgo.tx.us by no later than, **Wednesday, _____, 2020, by 5:00 p.m.** Responses to said inquiries will be sent to all participants via email by no later than **Friday, _____, 2020.**

TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.

BID PAGE
"PURCHASE OF MOBILE SURVEILLANCE TOWERS"

DESCRIPTION	BID PRICE
Mobile Surveillance Tower	\$

BIDDER'S INFORMATION:

Bidder/Company Name:	
Address:	
City/State/Zip Code:	
Phone & Fax:	
Cellular:	
Authorized Signature:	
Printed Name:	
Title:	
Email Address:	