

## **Solicitation 2015-010**

# **Maintenance/Repair/Operations Parts, Supplies and Related Services**

**Bid designation: Public**



**Collin County**

**Bid 2015-010****Maintenance/Repair/Operations Parts, Supplies and Related Services**

Bid Number **2015-010**  
 Bid Title **Maintenance/Repair/Operations Parts, Supplies and Related Services**

Bid Start Date **In Held**  
 Bid End Date **Nov 20, 2014 2:00:00 PM CST**  
 Question & Answer End Date **Nov 18, 2014 10:00:00 AM CST**

Bid Contact **J.D. Griffin, CPPB**  
**Buyer II**  
**Collin County Purchasing**  
**jgriffin@co.collin.tx.us**

Contract Duration **1 year**  
 Contract Renewal **3 annual renewals**  
 Prices Good for **90 days**

Standard Disclaimer **\*\*\*Note to Bidders/Offerors~The following standard disclaimer applies to Invitation to Bid (IFB), Competitive Sealed Proposal (CSP), and Request for Proposal (RFP) ONLY, not applicable to Request for Qualifications (RFQ) or Request for Information (RFI).\*\*\***  
**Mailing Address:**  
**Collin County Purchasing**  
**2300 Bloomdale Rd., Ste 3160**  
**McKinney, TX 75071**  
**Prices bid/proposed shall only be considered if they are provided in the appropriate space(s) on the Collin County bid form(s). For consideration, any additions or deductions to the bid/proposal prices offered must be shown under the exceptions section of the bid/proposal in the case of electronic submittal, ONLY in the case of a hard copy submittal will an additional attachment be allowed. Extraneous numbers, prices, comments, etc. or bidder/offeror generated documents appearing elsewhere on the bid or as an additional attachment shall be deemed to have no effect on the prices offered in the designated locations.**  
**All delivery and freight charges (F.O.B. inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.**

**Item Response Form**

Item **2015-010--01-01 - Discount Off Catalog/Pricelist: Fasteners and Hardware**  
 Quantity **1 each**  
 Percentage   
 Delivery Location **Collin County**  
Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Fasteners and Hardware and related services per Section 4.12 specifications.

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Item **2015-010--01-02 - Discount Off Catalog/Pricelist: Plumbing Parts**  
 Quantity **1 each**

Percentage

Delivery Location

**Collin County**

Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Plumbing Parts and related services per Section 4.12 specifications.

Item

**2015-010--01-03 - Discount Off Catalog/Pricelist: Material Handling**

Quantity

**1 each**

Percentage

Delivery Location

**Collin County**

Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Material Handling Parts and related services per Section 4.12 specifications.

Item

**2015-010--01-04 - Discount Off Catalog/Pricelist: Paint and Paint Supplies**

Quantity

**1 each**

Percentage

Delivery Location

**Collin County**

Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Paint, Paint Supplies and related services per Section 4.12 specifications.

Item

**2015-010--01-05 - Discount Off Catalog/Pricelist: Chemicals and Lubricants**

Quantity

**1 each**

Percentage

Delivery Location

**Collin County**

Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Chemicals, Lubricants and related services per Section 4.12 specifications.

Item

**2015-010--01-06 - Discount Off Catalog/Pricelist: Electrical Parts**

Quantity

**1 each**

Percentage

Delivery Location **Collin County**  
Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Electrical Parts and related services per Section 4.12 specifications.

Item 2015-010--01-07 - **Discount Off Catalog/Pricelist: Safety Supplies**

Quantity 1 each

Percentage

Delivery Location **Collin County**  
Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Safety Supplies and related services per Section 4.12 specifications.

Item 2015-010--01-08 - **Discount Off Catalog/Pricelist: Abrasives**

Quantity 1 each

Percentage

Delivery Location **Collin County**  
Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Abrasives and related services per Section 4.12 specifications.

Item 2015-010--01-09 - **Discount Off Catalog/Pricelist: Tools and Tool Accessories**

Quantity 1 each

Percentage

Delivery Location **Collin County**  
Collin County- See P.O.  
 See P.O. for Delivery Location  
 2300 Bloomdale Rd.  
 Ste. 3160  
 McKinney TX 75071  
 Qty 1

**Description**

State discount off catalog/pricelist for Tools, Tool Accessories and related services per Section 4.12 specifications.

Item 2015-010--01-10 - **Discount Off Catalog/Pricelist: Categories Not Listed**

Quantity 1 each

Percentage

Delivery Location

**Collin County**

Collin County- See P.O.  
See P.O. for Delivery Location  
2300 Bloomdale Rd.  
Ste. 3160  
McKinney TX 75071  
Qty 1

**Description**

State discount off catalog/pricelist for all other categories not listed and related services per Section 4.12 specifications.



## **COLLIN COUNTY, TEXAS TERMS AND CONDITIONS**

### **1.0 GENERAL INSTRUCTIONS**

#### 1.0.1 Definitions

1.0.1.1 Bidder/Quoter/Offeror: refers to submitter.

1.0.1.2 Vendor/Contractor/Provider: refers to a Successful Bidder/Quoter/Contractor/Service Provider.

1.0.1.3 Submittal: refers to those documents required to be submitted to Collin County, by a Bidder/Quoter/Offeror.

1.0.1.4 IFB: refers to Invitation For Bid.

1.0.1.5 RFQ: refers to Request For Qualifications

1.0.1.6 RFP: refers to Request For Proposal.

1.0.1.7 RFI: refers to Request For Information.

1.0.1.8 CSP: refers to Competitive Sealed Proposal

1.0.1.9 Quotation: refers to Request for Quotation

1.1 If Bidder/Quoter/Offeror do not wish to submit an offer at this time, please submit a No Bid Form.

1.2 Awards shall be made not more than ninety (90) days after the time set for opening of submittals.

1.3 Collin County is always conscious and extremely appreciative of your time and effort in preparing your submittal.

1.4 Collin County exclusively uses BidSync for the notification and dissemination of all solicitations. The receipt of solicitations through any other company may result in your receipt of incomplete specifications and/or addendums which could ultimately render your bid non-compliant. Collin County accepts no responsibility for the receipt and/or notification of solicitations through any other company.

1.5 A bid/quote/submittal may not be withdrawn or canceled by the bidder/quoter/offeror prior to the ninety-first (91<sup>st</sup>) day following public opening of submittals and only prior to award.

1.6 It is understood that Collin County, Texas reserves the right to accept or reject any and/or all Bids/Quotes/Proposals/Submittals for any or all products and/or services covered in an Invitation For Bid

(IFB), Request For Qualifications (RFQ), Request For Proposal (RFP), Request For Information (RFI), Competitive Sealed Proposal (CSP), and Quotation, and to waive informalities or defects in submittals or to accept such submittals as it shall deem to be in the best interest of Collin County.

1.7 All IFB's, RFP's, CSP's, RFQ's, and RFI's submitted in hard copy paper form shall be submitted in a sealed envelope, plainly marked on the outside with the IFB/RFP/RFQ/RFI/CSP/Quotation number and name. A hard copy paper form submittal shall be manually signed in ink by a person having the authority to bind the firm in a contract. Submittals shall be mailed or hand delivered to the Collin County Purchasing Department.

1.8 No oral, telegraphic or telephonic submittals will be accepted. IFB's, RFP's, RFQ's, CSP's, and RFI's, may be submitted in electronic format via **BidSync**.

1.9 All Invitation For Bids (IFB), Request For Proposals (RFP), Request For Qualifications (RFQ), Competitive Sealed Proposals (CSP), and Request For Information (RFI), submitted electronically via **BidSync** shall remain locked until official date and time of opening as stated in the Special Terms and Conditions of the IFB, RFP, RFQ, CSP, and/or RFI.

1.10 Time/date stamp clock in Collin County Purchasing Department shall be the official time of receipt for all Invitation For Bids (IFB), Request For Proposals (RFP), Request For Qualifications (RFQ), Competitive Sealed Proposals (CSP), Request For Information (RFI), submitted in hard copy paper form. IFB's, RFP's, RFQ's, CSP's, RFI's, received in County Purchasing Department after submission deadline shall be considered void and unacceptable. Absolutely no late submittals will be considered. Collin County accepts no responsibility for technical difficulties related to electronic submittals.

1.11 For hard copy paper form submittals, any alterations made prior to opening date and time must be initialed by the signer of the IFB/RFQ/RFP/CSP/RFI/, guaranteeing authenticity. Submittals cannot be altered or amended after submission deadline.

1.12 Collin County is by statute exempt from the State Sales Tax and Federal Excise Tax; therefore, the prices submitted shall not include taxes.

1.13 Any interpretations, corrections and/or changes to an Invitation For Bid/Request For Qualifications/Request For Proposal/Request for Information/Competitive Sealed Proposal, and related Specifications or extensions to the opening/receipt date will be made by addenda to the respective document by the Collin County Purchasing Department. Questions and/or clarification requests must be submitted no later than seven (7) days prior to the opening/receipt date. Those received at a later date may not be addressed prior to the public opening. Sole authority to authorize addenda shall be vested in Collin County Purchasing Agent as entrusted by the Collin County Commissioners' Court. Addenda may be transmitted electronically via **BidSync**, by facsimile, E-mail transmission or mailed via the US Postal Service.

1.13.1 Addenda will be transmitted to all that are known to have received a copy of the IFB/RFQ/RFP/RFI/CSP and related Specifications. However, it shall be the sole responsibility of the Bidder/Quoter/Offeror to verify issuance/non-issuance of addenda and to check all avenues of document availability (i.e. **BidSync** at [www.bidsync.com](http://www.bidsync.com), telephoning Purchasing Department directly, etc.) prior to opening/receipt date and time to insure Bidder/Quoter/Offeror's receipt of any addenda issued. Bidder/Quoter/Offeror shall acknowledge receipt of all addenda.

1.14 All materials and services shall be subject to Collin County approval.

1.15 Collin County reserves the right to make award in whole or in part as it deems to be in the best interest of the County.

1.16 The Bidder/Quoter/Offeror shall comply with Commissioners' Court Order No. 96-680-10-28, Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County Employees.

1.17 Any reference to model/make and/or manufacturer used in specifications is for descriptive purposes only. Products/materials of like quality will be considered.

1.18 Bidders/Quoters/Offerors taking exception to the specifications shall do so at their own risk. By

offering substitutions, Bidder/Quoter/Offeror shall state these exceptions in the section provided in the IFB/RFQ/RFP/CSP/Quotation or by attachment. Exception/substitution, if accepted, must meet or exceed specifications stated therein. Collin County reserves the right to accept or reject any and/or all of the exception(s)/substitution(s) deemed to be in the best interest of the County.

1.19 Minimum Standards for Responsible Prospective Bidders/Quoters/Offerors: A prospective Bidder/Quoter/Offeror must meet the following minimum requirements:

- 1.19.1 have adequate financial resources, or the ability to obtain such resources as required;
- 1.19.2 be able to comply with the required or proposed delivery/completion schedule;
- 1.19.3 have a satisfactory record of performance;
- 1.19.4 have a satisfactory record of integrity and ethics;
- 1.19.5 be otherwise qualified and eligible to receive an award.

Collin County may request documentation and other information sufficient to determine Bidder's/Quoter's/Offeror's ability to meet these minimum standards listed above.

1.20 Vendor shall bear any/all costs associated with its preparation of an RFI/IFB/RFQ/RFP/CSP/Quotation submittal.

1.21 Public Information Act: Collin County is governed by the Texas Public Information Act, Chapter 552 of the Texas Government Code. All information submitted by prospective bidders during the bidding process is subject to release under the Act.

1.22 The Bidder/Quoter/Offeror shall comply with Commissioners' Court Order No. 2004-167-03-11, County Logo Policy.

1.23 Interlocal Agreement: Successful bidder agrees to extend prices and terms to all entities that has entered into or will enter into joint purchasing interlocal cooperation agreements with Collin County.

1.24 Bid Openings: All bids submitted will be read at the county's regularly scheduled bid opening for the designated project. However, the reading of a bid at bid opening should be not construed as a comment on the responsiveness of such bid or as any indication that the county accepts such bid as responsive.

The county will make a determination as to the responsiveness of bids submitted based upon compliance with all applicable laws, Collin County Purchasing Guidelines, and project documents, including but not limited to the project specifications and contract documents. The county will notify the successful bidder upon award of the contract and, according to state law; all bids received will be available for inspection at that time.

## 2.0 TERMS OF CONTRACT

2.1 A bid/quote/proposal, when properly accepted by Collin County, shall constitute a contract equally binding between the Vendor/Contractor/Provider and Collin County. No different or additional terms will become part of this contract with the exception of an Amendment and/or a Change Order.

2.2 No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All Amendments and/or Change Orders to the contract will be made in writing by Collin County Purchasing Agent.

2.3 No public official shall have interest in the contract, in accordance with Vernon's Texas Codes Annotated, Local Government Code Title 5, Subtitle C, Chapter 171.

2.4 The Vendor/Contractor/Provider shall comply with Commissioners' Court Order No. 96-680-10-28,

Establishment of Guidelines & Restrictions Regarding the Acceptance of Gifts by County Officials & County Employees.

2.5 Design, strength, quality of materials and workmanship must conform to the highest standards of manufacturing and engineering practice.

2.6 Bids/Quotes/Proposals must comply with all federal, state, county and local laws concerning the type (s) of product(s)/service(s)/equipment/project(s) contracted for, and the fulfillment of all ADA (Americans with Disabilities Act) requirements.

2.7 All products must be new and unused, unless otherwise specified, in first-class condition and of current manufacture. Obsolete products, including products or any parts not compatible with existing hardware/software configurations will not be accepted.

2.8 Vendor/Contractor/Provider shall provide any and all notices as may be required under the Drug-Free Work Place Act of 1988, 28 CFR Part 67, Subpart F, to its employees and all sub-contractors to insure that Collin County maintains a drug-free work place.

2.9 Vendor/Contractor/Provider shall defend, indemnify and save harmless Collin County and all its officers, agents and employees and all entities, their officers, agents and employees who are participating in this contract from all suits, claims, actions, damages (including personal injury and or property damages), or demands of any character, name and description, (including attorneys' fees, expenses and other defense costs of any nature) brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of Vendor/Contractor/Provider's breach of the contract arising from an award, and/or any negligent act, error, omission or fault of the Vendor/Contractor/Provider, or of any agent, employee, subcontractor or supplier of Vendor/Contractor/Provider in the execution of, or performance under, any contract which may result from an award. Vendor/Contractor/Provider shall pay in full any judgment with costs, including attorneys' fees and expenses which are rendered against Collin County and/or participating entities arising out of such breach, act, error, omission and/or fault.

2.10 If a contract, resulting from a Collin County IFB, RFP, RFQ, CSP, Quotation is for the execution of a public work, the following shall apply:

2.10.1 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Payment Bond if the contract is in excess of \$25,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56<sup>th</sup> Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.10.2 In accordance with V.T.C.A. 2253.021, a governmental agency that makes a public work contract with a prime contractor shall require the contractor, before beginning work, to execute to the governmental entity a Performance Bond if the contract is in excess of \$100,000.00. Such bond shall be in the amount of the contract payable to the governmental entity and must be executed by a corporate surety in accordance with Section 1, Chapter 87, Acts of the 56<sup>th</sup> Legislature, Regular Session, 1959 (Article 7.19-1 Vernon's Texas Insurance Code).

2.11 Purchase Order(s) shall be generated by Collin County to the vendor. Collin County will not be responsible for any orders placed/delivered without a valid purchase order number.

2.12 The contract shall remain in effect until any of the following occurs: delivery of product(s) and/or completion and acceptance by Collin County of product(s) and/or service(s), contract expires or is terminated by either party with thirty (30) days written notice prior to cancellation and notice must state therein the reasons for such cancellation. Collin County reserves the right to terminate the contract immediately in the event the Vendor/Contractor/Provider fails to meet delivery or completion schedules, or otherwise perform in accordance with the specifications. Breach of contract or default authorizes the County to purchase elsewhere and charge the full increase in cost and handling to the defaulting Vendor/Contractor/Provider.

2.13 Collin County Purchasing Department shall serve as Contract Administrator or shall supervise agents

designated by Collin County.

2.14 All delivery and freight charges (FOB Inside delivery at Collin County designated locations) are to be included as part of the bid/quote/proposal price. All components required to render the item complete, installed and operational shall be included in the total bid/quote/proposal price. Collin County will pay no additional freight/delivery/installation/setup fees.

2.15 Vendor/Contractor/Provider shall notify the Purchasing Department immediately if delivery/completion schedule cannot be met. If delay is foreseen, the Vendor/Contractor/Provider shall give written notice to the Purchasing Agent. The County has the right to extend delivery/completion time if reason appears valid.

2.16 The title and risk of loss of the product(s) shall not pass to Collin County until Collin County actually receives and takes possession of the product(s) at the point or points of delivery. Collin County shall generate a purchase order(s) to the Vendor/Contractor/Provider and the purchase order number must appear on all itemized invoices.

2.17 Invoices shall be mailed directly to the Collin County Auditor's Office, 2300 Bloomdale Road, Suite 3100, McKinney, Texas 75071. All invoices shall show:

2.17.1 Collin County Purchase Order Number;

2.17.2 Vendor's/Contractor's/Provider's Name, Address and Tax Identification Number;

2.17.3 Detailed breakdown of all charges for the product(s) and/or service(s) including applicable time frames.

2.18 Payment will be made in accordance with V.T.C.A., Government Code, Title 10, Subtitle F, Chapter 2251.

2.19 All warranties shall be stated as required in the Uniform Commercial Code.

2.20 The Vendor/Contractor/Provider and Collin County agree that both parties have all rights, duties, and remedies available as stated in the Uniform Commercial Code.

2.21 The Vendor/Contractor/Provider agree to protect Collin County from any claims involving infringements of patents and/or copyrights.

2.22 The contract will be governed by the laws of the State of Texas. Should any portion of the contract be in conflict with the laws of the State of Texas, the State laws shall invalidate only that portion. The remaining portion of the contract shall remain in effect. The contract is performable in Collin County, Texas.

2.23 The Vendor/Contractor/Provider shall not sell, assign, transfer or convey the contract, in whole or in part, without the prior written approval from Collin County.

2.24 The apparent silence of any part of the specification as to any detail or to the apparent omission from it of a detailed description concerning any point, shall be regarded as meaning that only the best commercial practices are to prevail. All interpretations of the specification shall be made on the basis of this statement.

2.25 Vendor/Contractor/Provider shall not fraudulently advertise, publish or otherwise make reference to the existence of a contract between Collin County and Vendor/Contractor/Provider for purposes of solicitation. As exception, Vendor/Contractor/Provider may refer to Collin County as an evaluating reference for purposes of establishing a contract with other entities.

2.26 The Vendor/Contractor/Provider understands, acknowledges and agrees that if the Vendor/Contractor/Provider subcontracts with a third party for services and/or material, the primary Vendor/Contractor/Provider (awardee) accepts responsibility for full and prompt payment to the third party. Any dispute between the primary Vendor/Contractor/Provider and the third party, including any payment dispute, will be promptly remedied by the primary vendor. Failure to promptly render a remedy or to make prompt payment to the third party (subcontractor) may result in the withholding of funds from the primary Vendor/Contractor/Provider by Collin County for any payments owed to the third party.

2.27 Vendor/Contractor/Provider shall provide Collin County with diagnostic access tools at no additional cost to Collin County, for all Electrical and Mechanical systems, components, etc., procured through this contract.

2.28 Criminal History Background Check: If required, ALL individuals may be subject to a criminal history background check performed by the Collin County's Sheriff's Office prior to access being granted to Collin County. Upon request, Vendor/Contractor/Provider shall provide list of individuals to Collin County Purchasing Department within five (5) working days.

2.29 Non-Disclosure Agreement: Where applicable, vendor shall be required to sign a non-disclosure agreement acknowledging that all information to be furnished is in all respects confidential in nature, other than information which is in the public domain through other means and that any disclosure or use of same by vendor, except as provided in the contract/agreement, may cause serious harm or damage to Collin County. Therefore, Vendor agrees that Vendor will not use the information furnished for any purpose other than that stated in contract/agreement, and agrees that Vendor will not either directly or indirectly by agent, employee, or representative disclose this information, either in whole or in part, to any third party, except on a need to know basis for the purpose of evaluating any possible transaction. This agreement shall be binding upon Collin County and Vendor, and upon the directors, officers, employees and agents of each.

2.30 Vendors/Contractors/Providers must be in compliance with the Immigration and Reform Act of 1986 and all employees specific to this solicitation must be legally eligible to work in the United States of America.

2.31 Certification of Eligibility: This provision applies if the anticipated Contract exceeds \$100,000.00 and as it relates to the expenditure of federal grant funds. By submitting a bid or proposal in response to this solicitation, the Bidder/Quoter/Offeror certifies that at the time of submission, he/she is not on the Federal Government's list of suspended, ineligible, or debarred contractors. In the event of placement on the list between the time of bid/proposal submission and time of award, the Bidder/Quoter/Offeror will notify the Collin County Purchasing Agent. Failure to do so may result in terminating this contract for default.

2.32 Notice to Vendors/Contractors/Providers delivering goods or performing services within the Collin County Detention Facility: The Collin County Detention Facility houses persons who have been charged with and/or convicted of serious criminal offenses. When entering the Detention Facility, you could: (1) hear obscene or graphic language; (2) view partially clothed male inmates; (3) be subjected to verbal abuse or taunting; (4) risk physical altercations or physical contact, which could be minimal or possibly serious; (5) be exposed to communicable or infectious diseases; (6) be temporarily detained or prevented from immediately leaving the Detention Facility in the case of an emergency or "lockdown"; and (7) subjected to a search of your person or property. While the Collin County Sheriff's Office takes every reasonable precaution to protect the safety of visitors to the Detention Facility, because of the inherently dangerous nature of a Detention Facility and the type of the persons incarcerated therein, please be advised of the possibility of such situations exist and you should carefully consider such risks when entering the Detention Facility. By entering the Collin County Detention Facility, you acknowledge that you are aware of such potential risks and willingly and knowingly choose to enter the Collin County Detention Facility.

2.33 Delays and Extensions of Time when applicable:

2.33.1 If the Vendor/Contractor/Provider is delayed at any time in the commence or progress of the Work by an act or neglect of the Owner or Architect/Engineer, or of an employee of either, or of a separate contractor employed by the Owner, or by changes ordered in the Work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Vendor/Contractor/Provider's control, or by delay authorized by the Owner pending mediation and arbitration, or by other causes which the Owner or Architect/Engineer determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Owner/Architect may determine.

2.33.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time and could not have been reasonably anticipated, and that the weather conditions had an adverse effect on the scheduled construction.

**NOTE:** All other terms and conditions (i.e. Insurance Requirements, Bond Requirements, etc.) shall be stated in the individual IFB/RFQ/RFP/RFI/CSP/Quotation Solicitation documents as Special Terms, Conditions and Specifications.

<b>3.0 INSURANCE REQUIREMENTS</b>
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3.1 Before commencing work, the vendor shall be required, at its own expense, to furnish the Collin County Purchasing Agent with certified copies of all insurance certificate(s) indicating the coverage to remain in force throughout the term of this contract.

3.1.1 **Commercial General Liability** insurance including but not limited to the coverage indicated below. Coverage shall not exclude or limit Products/Completed Operations, Contractual Liability, or Cross Liability.

- Each Occurrence: \$1,000,000
- Personal & Adv Injury: \$1,000,000
- Products/Completed Operation: \$1,000,000
- General Aggregate: \$2,000,000

3.1.2 **Workers Compensation** insurance as required by the laws of Texas, and Employers' Liability.

Employers' Liability

- Liability, Each Accident: \$500,000
- Disease-Each Employee: \$500,000
- Disease – Policy Limit: \$500,000

3.1.3 **Commercial Automobile Liability** insurance including owned, non-owned, and hired vehicles used in connection with the contract.

- Combined Single Limit – Each Accident: \$1,000,000

3.2 With reference to the foregoing insurance requirement, the vendor shall endorse applicable insurance policies as follows:

3.2.1 A waiver of subrogation in favor of Collin County, its officials, employees, volunteers and officers shall be contained on all policies.

3.2.2 The vendor's insurance coverage shall name Collin County as additional insured under the General Liability policy.

3.2.3 All insurance policies shall be endorsed to require the insurer to immediately notify Collin County of any decrease in the insurance coverage limits.

3.2.4 All insurance policies shall be endorsed to the effect that Collin County will receive at least thirty (30) days notice prior to cancellation, non-renewal or termination of the policy.

3.2.5 All copies of Certificates of Insurance shall reference the project/contract number.

3.3 All insurance shall be purchased from an insurance company that meets the following requirements:

3.3.1 A financial rating of B+VI or better as assigned by the BEST Rating Company or equivalent.

3.4 Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain provisions representing and warranting the following:

3.4.1 Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.

3.4.2 Sets forth the notice of cancellation or termination to Collin County.

**4.0 SPECIAL CONDITIONS AND SPECIFICATIONS**

4.1 Authorization: By order of the Commissioners' Court of Collin County, Texas sealed bids will be received for **Maintenance, Repair, Operations Parts, Supplies and Related Services**

4.2 Purpose: The intended use/purpose for this Invitation For Bid is to describe the Maintenance, Repair, Operations (MRO) Parts, Supplies and Related Services needed by Collin County Facilities Maintenance and Equipment Services Departments.

4.3 Term: Provide for a multi-year contract commencing on the date of award and continuing through and including September 30, 2015, with the option to extend the contract for three (3) additional one (1) year periods.

4.4 Funding: Funds for payment have been provided through the Collin County budget approved by the Commissioners' Court for this fiscal year only. State of Texas statutes prohibit the County from any obligation of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current Collin County fiscal year shall be subject to budget approval.

4.5 Price Reduction: If during the life of the contract, the vendor's net prices to its customers for the same product(s) and/or services shall be reduced below the contracted price, it is understood and agreed that the County shall receive such price reduction.

4.6 Price Re-determination: A price re-determination may be considered by Collin County only at the twelve (12) month, twenty-four (24) month, and thirty-six (36) month anniversary date of the contract. All requests for price re-determination shall be in written form and shall include documents supporting price re-determination such as Manufacturer's direct cost, postage rates, Railroad Commission rates, Federal/State minimum wage law, Federal/State unemployment taxes, F.I.C.A, Insurance Coverage Rates, etc. The bidder's past experience of honoring contracts at the bid price will be an important consideration in the evaluation of the lowest and best bid. Collin County reserves the right to accept or reject any/all of the price re-determination as it deems to be in the best interest of the County.

4.7 Delivery/Completion/Response Time: Vendor shall place product(s) at location designated on purchase order within seven (7) calendar days. Location of delivery shall be stated on each purchase order. Delivery will be FOB to location as specified on each purchase order. All charges for standard delivery are to be included in the bid price. Collin County will not accept any fuel surcharges on invoices. Collin County will not accept minimum order requirement. Failure to adhere to delivery times may be reason for recommendation of cancellation of the contract.

4.8 Locations: Facilities Maintenance primary stocking location is at Collin County Central Plant, 4600 Community Ave., McKinney, TX 75071. Auxiliary stocking locations for Facilities Maintenance are located at Justice Center, 4300 Community Ave., McKinney, TX 75071, Administration Building, 2300 Bloomdale Rd., McKinney, TX 75071 and Courthouse, 2100 Bloomdale Rd., McKinney, TX 75071. Equipment Services stocking location is at 700A Wilmeth Rd., McKinney, TX 75069. Additional stocking locations may be added as required.

4.8 Testing: Testing may be performed at the request of Collin County, by an agent so designated by the County, without expense to Collin County.

4.9 Samples/Demos: During the evaluation process, bidders may be requested to provide samples of items bid at no additional cost to the County. These samples will be used to determine that the product bid does meet the specifications as listed in this invitation for bid. Samples of items not meeting the specifications will not be considered for award.

4.10 Approximate Usage: Average annual expenditures for the last two (2) fiscal years are \$52,000.00. Approximate usage does not constitute an order, but only implies the probable quantity the County will use. Items will be ordered on an as-needed basis.

4.11 Evaluation: Collin County is requesting the bidder to state a percentage discount off items listed in bidder's published current catalog/price list/pricing schedule by category for MRO parts and supplies to include inventory restocking services. Bidders shall complete all fields on Attachment A-1 MRO Items List, consisting of various items purchased by the County in the last twelve months. Bidder shall indicate on Attachment A-1, by which method current catalog/price list shall be provided to the County. The MRO Items List consists of only a portion of the items used by County departments. Any blank or "No Bid" entry on bid items or Attachment A-1 will render bid non-responsive. Award shall be made to a single bidder based on the lowest and best bid meeting specifications.

Bidder's failure to provide the information necessary for the evaluation of the bid may result in rejection of the bid.

4.12 Specifications:

4.12.1 The purpose of the percentage discount(s) is to allow Collin County to purchase any item in the bidders catalog(s) at the discounted price.

4.12.2 The percentage discount off price list to Collin County shall be consistent throughout the contract period.

4.12.3 The successful bidder shall have the ability to provide a full range of the highest quality MRO parts and supplies to include the following categories:

- 4.12.3.1 Fasteners and hardware
- 4.12.3.2 Plumbing
- 4.12.3.3 Material handling
- 4.12.3.4 Paint and paint supplies
- 4.12.3.5 Chemicals and lubricants
- 4.12.3.6 Electrical
- 4.12.3.7 Safety
- 4.12.3.8 Abrasives
- 4.12.3.9 Tools and tool accessories

4.12.7 Substitutions for item(s) shall be of equal quality and pricing shall be at same price as catalog item(s). The County shall have final approval of any substituted items prior to substitutions being made.

- 4.12.4 The successful bidder shall provide a representative to make onsite visits to each County stocking location one time per month to review stock levels of items within each stockroom designated for inventory restocking services. At each onsite visit, vendor representative shall provide a list of recommended items for reorder to be reviewed by County personnel. Acceptance of items and/or quantities recommended for reorder shall be at the discretion of the County.
- 4.12.5 Upon acceptance of reorder, vendor shall provide the County with a detailed quote including item description, vendor's part number and item price per the awarded percentage discount.
- 4.12.6 Vendor shall not deliver any item(s) without a purchase order issued by Collin County Purchasing Department.
- 4.12.7 Vendor shall deliver ordered items to the County location listed on the purchase order and place all items in the designated bins or cabinets.
- 4.12.8 The vendor shall be responsible for labeling the appropriate bins or cabinets for any new items added for inventory restocking services.

Collin County  
Attachment A-1  
MRO Items List

DESCRIPTION	UNIT OF MEASURE	VENDOR PART NUMBER	CURRENT CATALOG PRICE PER UNIT	PERCENTAGE DISCOUNT	NET PRICE PER UNIT
<b>2014-010-01-01 Fasteners and Hardware</b>					
Machine Screw, 1/4"-20 x 1/2" Slotted Round Head Zinc Plated	EACH				
Machine Screw, #12-24 x 1/2" Slotted Round Head Zinc Plated	EACH				
Hex Cap Screw, 5/16"-18 x 1" Yellow Zinc Finish SAE J429 Grade 8	EACH				
Hex Cap Screw, 5/8"-18 x 1-1/2" Yellow Zinc Finish SAE J429 Grade 8	EACH				
Hex Cap Screw, 5/8"-11 x 3" Yellow Zinc Finish SAE J429 Grade 8	EACH				
Flat Washer, 1/4" Zinc Finish USS	EACH				
Flat Washer, 5/8" Zinc Finish SAE	EACH				
Sheet Metal Screw, #12-11 x 1/2" Phillips Pan Head Type A, 18-8 Stainless Steel	EACH				
Sheet Metal Screw, #6-18 x 3/8" Phillips Pan Head Type A, Zinc	EACH				
Sheet Metal Screw, #6-18 x 1/2" Phillips Pan Head Type A, Zinc	EACH				
Sheet Metal Screw, #8-15 x 1-1/4" Slotted Pan Head Type A, Zinc	EACH				
Self Drilling Screw, #10-16 x 1" Unslotted Hex Washer Head Zinc #3 Point	EACH				
Self Drilling Screw, #10-16 x 1-1/2" Unslotted Hex Washer Head Zinc #3 Point	EACH				
Toggle Bolt Anchors, 1/4-20 x 3" Zinc Plated, 5/8 Drill Size	EACH				
Fender Washer, 3/8" x 1.750" x 0.125" Thick Zinc Finish Extra Heavy	EACH				
Hex Nut, 1/4"-20 Zinc Finish Grade 5 Finished	EACH				
Hex Nut, 1/2"-13 Yellow Zinc Finish Grade 8 Finished	EACH				
Machine Security Screw, 6-32 x 1-1/2" Stainless Steel 6-Lobe Button Head w/pin	EACH				
Wedge Anchor, 3/8" x 2-1/4" Trubolt Zinc Plated Carbon Steel	EACH				
O-Ring, #122 1-1/8"ID x 1-5/16"OD 0.094" Cross Section Nitrile Standard	EACH				
O-Ring, #014 1/2"ID x 5/8"OD 0.063" Cross Section Nitrile Standard	EACH				
Hairpin Cotter, 0.125" x 2-9/16" OAL Zinc Plated 7/16" - 3/4" Shaft Size	EACH				
Hairpin Cotter, 0.148" x 3-5/16" OAL Zinc Plated 3/4" - 1-1/8" Shaft Size	EACH				

Collin County  
Attachment A-1  
MRO Items List

DESCRIPTION	UNIT OF MEASURE	VENDOR PART NUMBER	CURRENT CATALOG PRICE PER UNIT	PERCENTAGE DISCOUNT	NET PRICE PER UNIT
Cotter Pin, Extended Prong 5/32" x 1" Zinc Finish	EACH				
Hose Clamp, #6 5/16" to 7/8"Dia 5/16"W S/S Worm Drive w/ Steel Screw	EACH				
Floor Door Stop, 1-3/4" Chrome Finish Brass Stanley V1936 or Equal	EACH				
Tie Wire, 16 Gauge Steel Black Annealed 3.5 Lb. Roll	ROLL				
<b>2014-010-01-02 Plumbing</b>					
Pipe Cap, 1/2" Slip Wrot Copper	EACH				
Pipe Elbow, 5/8" ID Copper x Copper 90° Wrot Copper Close Rough	EACH				
Pipe Tee, 3/4" Slip Wrot Copper	EACH				
Coupling With Stop, 5/8" C x 5/8" C Wrot Copper	EACH				
Solder, Rosin Core Lead Free 1/16" 1/4 lb. Spool Lenox WS15031 or Equal	EACH				
Solder, 60% Tin, 40% Lead 1/16" Wire, 1 lb. Spool Lenox WS10311 or Equal	EACH				
Union, 1-1/2" 150lb Black Malleable Iron Brass to Iron Seat	EACH				
Coupling, 1-1/2" NPT Class 3000 Forged Steel Threaded	EACH				
Pipe Cap, 1-1/2" F-NPT 150 lb Black Malleable Iron Threaded	EACH				
Pipe Nipple, 1/4" Male NPT x 2-1/2"L Brass	EACH				
Pipe Nipple, 1/8" Male NPT x 2"L Brass	EACH				
Straight Adapter, 1/8" Male NPT x 1/4" Female NPT Brass	EACH				
Hex Plug, 1/4" NPT Brass	EACH				
Compression Elbow, 5/16" Tube x 1/4" Male NPT Brass 90°	EACH				
Tee, 1/4" Mini-Barb Union Tube x Tube Brass	EACH				
Coupling, 1/4" FPT x 1/4" FPT 3/4"Hex 1.12"L Brass	EACH				
<b>2014-010-01-03 Material Handling</b>					
Rope, 1/2" Twisted Yellow Polypropylene Medium Duty 420 lb Work Load Limit, Per Foot	FOOT				
Chain, 5/16" Yellow Zinc Transport Grade 70 4700 lb-Work Load Limit, Per Foot	FOOT				

Collin County  
Attachment A-1  
MRO Items List

DESCRIPTION	UNIT OF MEASURE	VENDOR PART NUMBER	CURRENT CATALOG PRICE PER UNIT	PERCENTAGE DISCOUNT	NET PRICE PER UNIT
Rubber Straps, 21" Length 1800psi Tensile Strength Black With "S" Hooks	EACH				
<b>2014-010-01-04 Paint and Paint Supplies</b>					
Rust Neutralizer Paint, 20 oz Aerosol Flat Black, Rust-Oleum 215634 or Equal	EACH				
Equipment Paint, 20 oz. Aerosol John Deere Green, Rust-Oleum 209713 or Equal	EACH				
Painter's Masking Tape, 2" x 60yd 3M ScotchBlue 2090-48A-CP or Equal	EACH				
Mineral Spirits Paint Thinner, 1 Gallon	EACH				
<b>2014-010-01-05 Chemicals and Lubricants</b>					
Lithium Stearate Grease, 16 oz Aerosol White, CRC 03080 or Equal	EACH				
Multi-Purpose Lubricant, 12oz Aerosol WD-40 with Smart Straw or Equal	EACH				
Removable Threadlocker, 10ml Bottle Loctite 24221 or Equal	EACH				
Interior Wood Glue, 16oz Yellow Elmers E7020 or Equal	EACH				
Spray Adhesive, 24 fl.oz. Aerosol Clear Hi-Strength, 3M 90 or Equal	EACH				
Adhesive Sealant, One Part RTV Silicone , 10.1oz Cartridge Clear, Tremco 6445005 312 or Equal	EACH				
General Purpose Epoxy, 1 Minute, Syringe, Loctite 1324007 or Equal	EACH				
Brake Cleaner, 14oz Aerosol Non-Chlorinated CRC 05088 or Equal	EACH				
Windshield De-Icer, Instant 12oz Aerosol Can, Gunk DE1 or Equal	EACH				
<b>2014-010-01-06 Electrical</b>					
Ring Terminal, 22-16 AWG #6 Stud Nylon Insulated	EACH				
Male Disconnect, 16-14 AWG Nylon Fully Insulated Quick Connect	EACH				
Butt Splice Connector, 16-14 AWG Nylon Insulated Seamless	EACH				
Butt Splice Connector, 12-10 AWG Nylon Insulated Seamless	EACH				
Butt Splice Connector, 22-18 AWG Red Polyolefin Sealed Crimp	EACH				
Ring Terminal, 12-10 AWG 3/8" Stud Vinyl Insulated Butted Seam Funnel Entry	EACH				
Locking Cable Tie, 14" 50lb Tensile UV Black Nylon 6.6	EACH				

Collin County  
Attachment A-1  
MRO Items List

DESCRIPTION	UNIT OF MEASURE	VENDOR PART NUMBER	CURRENT CATALOG PRICE PER UNIT	PERCENTAGE DISCOUNT	NET PRICE PER UNIT
Locking Cable Tie, 14.5" 50lb Tensile Natural Nylon 6.6	EACH				
Locking Cable Tie, 24" 175lb Tensile Black Nylon 6.6 Extra Heavy Duty	EACH				
Fuse, 15AMP 32V ATOF Low-Current Nylon, Littelfuse 0287015.PXCN or Equal	EACH				
Fuse, 10 AMP 250V Time Delay 5X20MM IEC Glass Body, Littelfuse 0218010.VXP or Equal	EACH				
Fuse, 40 Amp ATO Blade Type, Littelfuse 0299040.ZXNV or Equal	EACH				
Fuse, 2A 250V Fast-Acting Glass Body, Bussmann AGC-2 or Equal	EACH				
Fuse, 3A 250V MDL Time-Delay Glass Body, Bussmann MDL-3 or Equal	EACH				
Fuse, 1A 250V GMA Fast-Acting Glass Body Bussmann GMA-1A or Equal	EACH				
Inline Mini Fuse Holder, 12 AWG 25-30 Amp Orange, Littelfuse 0FHM0002ZXJ or Equal	EACH				
<b>2014-010-01-07 Safety</b>					
Safety Glasses, Kimberly-Clark Professional 25688 or Equal	EACH				
Particulate Respirator, Disposable N95 Custom Fit Secure Seal 2 Per Package 3M 8210 or Equal	EACH				
Nitrile Glove, Size XL 6mil Blue Textured Food Handling Powder Free Disposable, Kimberly-Clark 57374 or Equal. Price per glove	EACH				
Glove, Size 3XL Cow Leather Driver KeystoneThumb Unlined	PAIR				
Wipes, Degreaser 30 Count Tub Scrubs Natural Force 90630 or Equal	EACH				
Barricade Tape, 3" x 1000' Red, Printed with DANGER, 2.5 Mil Polyethylene	EACH				
Aisle Marking Tape, 2" x 36yd Red Vinyl 3M 471 or Equal	EACH				
<b>2014-010-01-08 Abrasives</b>					
Bench Grinding Wheel, 6" x 3/4" x 1" AH 60/80 Grit Medium Aluminum Oxide, Norton 07660788240 or Equal	EACH				
Sanding Disc, 6" Aluminum Oxide Pressure Sensitive Adhesive Paper Disc Roll (100disc/roll), 3M 51141555676 or Equal	ROLL				

Collin County  
Attachment A-1  
MRO Items List

DESCRIPTION	UNIT OF MEASURE	VENDOR PART NUMBER	CURRENT CATALOG PRICE PER UNIT	PERCENTAGE DISCOUNT	NET PRICE PER UNIT
Grinding Wheel, 4-1/2"x1/4"x7/8" Type T27 36 Grit Depressed Center, 3M 00051115665875 or Equal.	EACH				
<b>2014-010-01-09 Tools and Tool Accessories</b>					
Jobber Drill Bit, 1/8" HSS 135° Split Point Black & Gold Finish	EACH				
Jobber Drill Bit, 19/64" HSS 135° Split Point Black & Gold Finish Heavy Duty	EACH				
Jobber Drill Bit, 3/8" HSS 135° Split Point Black & Gold Finish	EACH				
Jobber Drill Bit, 1/2" HSS 135° Split Point Black & Gold Finish	EACH				
Rotary Hammer Bit, 5/8" x 6" x 8" SDS Carbide Tip, Bosch HC2102 or Equal	EACH				
Reciprocating Saw Blade, 4" x .75" x .035 x 14 TPI Bi-Metal	EACH				
Hand Hacksaw Blades, 12" x 1/2" x 24TPI Bi-Metal	EACH				
Hole Saw, 1-1/2" Diameter x 4/6 Tooth Bi-Metal	EACH				
Hole Saw, 2-1/16" Diameter x 4/6 Tooth Bi-Metal	EACH				
Power Nutsetter, 5/16" Open 1/4" Hex Drive 1-5/8"OAL Magnetic	EACH				
Snap Knife, Retractable Blade, 8mm Standard, Irwin 2086102 or Equal	EACH				
Joint Knife, 4" Flexible Carbon Steel With Polypropylene Handle	EACH				

<b>Bidder shall indicate below by which method/format catalog pricelist(s) will be provided to Collin County.</b>	
Printed hard copies	
Vendors Internet Website	
Digital CD/DVD	
Other (explain):	

**SIGNATURE FORM  
COLLIN COUNTY, TEXAS**

DELIVERY WILL BE F.O.B. INSIDE DELIVERY AT COLLIN COUNTY DESIGNATED LOCATIONS AND ALL TRANSPORTATION CHARGES PAID BY THE SUPPLIER TO DESTINATION.

DELIVERY TO BE SPECIFIED IN CALENDAR DAYS FROM DATE OF ORDER.

WE **DO NOT** TAKE EXCEPTION TO THE BID SPECIFICATIONS.

WE **TAKE** EXCEPTION TO THE BID SPECIFICATIONS (EXPLAIN):

5

6

**COMPANY INFORMATION/PROFILE/REFERENCES**

Preferential Requirement: The County of Collin, as a governmental agency of the State of Texas, may not award a contract to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the same amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located (Government Code, Title 10, V.T.C.A., Chapter 2252, Subchapter A). Bidder shall make answer to the following questions by selecting the appropriate radio button or inserting information in the box provided:

Is your principal place of business in the State of Texas?  Yes  No

If the answer to question is "yes", no further information is necessary; if "no", please indicate:

in which state is your principal place of business is located:

if that state favors resident bidders (bidders in your state) by some dollar increment or percentage:  Yes  No

if "yes", what is that dollar increment or percentage?

**Company Profile: IS YOUR FIRM?**

Sole Proprietorship  Yes  No

General Partnership  Yes  No

Limited Partnership  Yes  No

Corporation  Yes  No

Other   Yes  No

List Legal Names in Company:

**List at least three (3) companies or governmental agencies where these same/like products/services, as stated herein, have been provided. Include company name, address, contact name and telephone number.**



AS PERMITTED UNDER TITLE 8, CHAPTER 271, SUBCHAPTER F, SECTION 271.101 AND 271.102 V.T.C.A. AND TITLE 7, CHAPTER 791, SUBCHAPTER C, SECTION 791.025, V.T.C.A., OTHER LOCAL GOVERNMENTAL ENTITIES MAY WISH TO ALSO PARTICIPATE UNDER THE SAME TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT. EACH ENTITY WISHING TO PARTICIPATE MUST ENTER INTO AN INTERLOCAL AGREEMENT WITH COLLIN COUNTY AND HAVE PRIOR AUTHORIZATION FROM VENDOR. IF SUCH PARTICIPATION IS AUTHORIZED, ALL PURCHASE ORDERS WILL BE ISSUED DIRECTLY FROM AND SHIPPED DIRECTLY TO THE LOCAL GOVERNMENTAL ENTITY REQUIRING SUPPLIES/SERVICES. COLLIN COUNTY SHALL NOT BE HELD RESPONSIBLE FOR ANY ORDERS PLACED, DELIVERIES MADE OR PAYMENT FOR SUPPLIES/SERVICES ORDERED BY THESE ENTITIES. EACH ENTITY RESERVES THE RIGHT TO DETERMINE THEIR PARTICIPATION IN THIS CONTRACT. WOULD BIDDER BE WILLING TO ALLOW OTHER LOCAL GOVERNMENTAL ENTITIES TO PARTICIPATE IN THIS CONTRACT, IF AWARDED, UNDER THE SAME TERMS AND CONDITIONS?  Yes  No

By signing and submitting this Bid/Proposal, Bidder/Offeror acknowledges, understands the specifications, any and all addenda, and agrees to the bid/proposal terms and conditions and can provide the minimum requirements stated herein. Bidder/Offeror acknowledges they have read the document in its entirety, visited the site, performed investigations and verifications as deemed necessary, is familiar with local conditions under which work is to be performed and will be responsible for any and all errors in Bid/Proposal submittal resulting from Bidder/Offeror's failure to do so. Bidder/Offeror acknowledges the prices submitted in this Bid/Proposal have been carefully reviewed and are submitted as correct and final. If Bid/Proposal is accepted, vendor further certifies and agrees to furnish any and all products/services upon which prices are extended at the price submitted, and upon conditions in the specifications of the Invitation for Bid/Request for Proposal.

THE UNDERSIGNED HEREBY CERTIFIES THE FOREGOING BID/PROPOSAL SUBMITTED BY THE COMPANY LISTED BELOW HEREINAFTER CALLED "BIDDER/OFFEROR" IS THE DULY AUTHORIZED AGENT OF SAID COMPANY AND THE PERSON SIGNING SAID BID/PROPOSAL HAS BEEN DULY AUTHORIZED TO EXECUTE SAME. BIDDER/OFFEROR AFFIRMS THAT THEY ARE DULY AUTHORIZED TO EXECUTE THIS CONTRACT; THIS COMPANY; CORPORATION, FIRM, PARTNERSHIP OR INDIVIDUAL HAS NOT PREPARED THIS BID/PROPOSAL IN COLLUSION WITH ANY OTHER BIDDER/OFFEROR OR OTHER PERSON OR PERSONS ENGAGED IN THE SAME LINE OF BUSINESS; AND THAT THE CONTENTS OF THIS BID/PROPOSAL AS TO PRICES, TERMS AND CONDITIONS OF SAID BID/PROPOSAL HAVE NOT BEEN COMMUNICATED BY THE UNDERSIGNED NOR BY ANY EMPLOYEE OR AGENT TO ANY OTHER PERSON ENGAGED IN THIS TYPE OF BUSINESS PRIOR TO THE OFFICIAL OPENING OF THIS BID/PROPOSAL.

Company Name	<input type="text"/>
Street Address of Principal Place of Business	<input type="text"/>
City, State, Zip	<input type="text"/>

Phone of Principal Place of Business	<input type="text"/>
Fax of Principal Place of Business	<input type="text"/>
E-mail Address of Representative	<input type="text"/>
Federal Identification Number	<input type="text"/>
Date	<input type="text"/>
Acknowledgement of Addenda	#1 <input type="checkbox"/> #2 <input type="checkbox"/> #3 <input type="checkbox"/> #4 <input type="checkbox"/> #5 <input type="checkbox"/> #6 <input type="checkbox"/>
Authorized Representative Name	<input type="text"/>
Authorized Representative Title	<input type="text"/>
Signature (Required for paper bid submission)	<input type="text"/>

AFFIDAVIT OF COMPLIANCE

I, the undersigned, declare and affirm that my company is in compliance with the Immigration and Reform Act of 1986 and all employees are legally eligible to work in the United States of America.

I further understand and acknowledge that any non-compliance with the Immigration and Reform Act of 1986 at any time during the term of this contract will render the contract voidable.

Name of Company

Title of Officer

Name of Officer

Date:

In order to better serve our bidders, the Collin County Purchasing Department is conducting the following survey. We appreciate your time and effort expended to submit your bid. Please take a moment to complete the below. Should you have any questions or require more information please call (972) 548-4165.

HOW DID YOU RECEIVE NOTICE OF THIS REQUEST FOR BID OR PROPOSALS?

McKinney Courier-Gazette?  Yes  No

Plan Room?  Yes  No

Collin County Web-Site?  Yes  No

Facsimile or email from BidSync?  Yes  No

Other

HOW DID YOU RECEIVE THE BID DOCUMENTS?

Downloaded from Home Computer?  Yes  No

Downloaded from Company Computer?  Yes  No

Requested a Copy from Collin County?  Yes  No

Other

Thank You,

Collin County Purchasing Department



## Question and Answers for Bid #2015-010 - Maintenance/Repair/Operations Parts, Supplies and Related Services

### OVERALL BID QUESTIONS

**There are no questions associated with this bid. If you would like to submit a question, please click on the "Create New Question" button below.**