



# City of Leander, Texas

## REQUEST FOR QUOTE

### FIRE HYDRANT PAINTING SERVICES

1. **PURPOSE:** The City of Leander, herein after "City", seeks to hire a qualified Individual, Firm, or Corporation, hereafter referred to as "Respondent", to provide all labor, equipment and materials for the repainting of city fire hydrants per manufacturer specification, herein "Services".
2. **CLARIFICATION:** For questions or clarification of specifications, you may contact:  
**Joy Simonton, Purchasing Agent**  
**City of Leander**  
**Telephone: 512-528-2730**  
[jsimonton@leandertx.gov](mailto:jsimonton@leandertx.gov)
3. **ATTACHMENTS:** Attachments A through E are herein made a part of this solicitation:
  - 3.1. Attachment A: Reference Sheet
  - 3.2. Attachment B: Quote Form
  - 3.3. Attachment C: Fire Hydrant Painting Procedure
  - 3.4. Attachment D: Required Hydrant Silver Finish
  - 3.5. Attachment E: Hydrant Location Map
4. **QUALIFICATIONS:** The opening of a response shall not be construed as the City's acceptance of such as qualified and responsive. All Respondents shall:
  - 4.1. Be firms, corporations, individuals or partnerships normally engaged in the sale and distribution of commodity or provision of the services as specified herein.
  - 4.2. Have adequate organization, facilities, equipment and personnel to ensure prompt and efficient service to the City.
  - 4.3. Provide the name, address, telephone number and **E-MAIL** of at least three (3) Municipal and/or Government agencies or firms of comparable size that have utilized similar service in the past (two) 2 years. City of Leander references are not applicable. References may be checked prior to award. Any negative responses received may result in disqualification of submittal. **NOTE: REFERENCE FORM (ATTACHMENT A) PROVIDED. E-MAIL ADDRESSES ARE REQUIRED.**
5. **ORDER QUANTITY:** The quantities shown herein are estimates only. No guarantee of any minimum or maximum purchase is made or implied. The City will only order the quantity of goods and or services needed to satisfy operating requirements within budgetary constraints, which may be more or less than indicated.
6. **BUDGET:** A budget of \$25,000 has been established for the first year of this project.
7. **PRICE INCREASE:** A price increase shall not be permitted.
8. **AGREEMENT TERM AND CANCELLATION:** The term "agreement" shall mean the executed contract or memo of understanding awarded as a result of this solicitation and all exhibits thereto.
  - 8.1. At a minimum, the following documents will be incorporated into the agreement:



- 8.1.1. Solicitation document, attachments and exhibits;
    - 8.1.2. Solicitation addendums, if applicable;
    - 8.1.3. City's Definitions, Terms and Conditions;
    - 8.1.4. Successful respondent's response documents.
  - 8.2. The initial term of the resulting agreement shall be three (3) consecutive twelve (12) month periods from the effective date. The agreement may be renewed for two (2) additional periods of time, not to exceed twelve (12) months each, provided both parties agree in writing prior to the expiration of the current term.
  - 8.3. The City reserves the right to review the respondents' performance at the end of each twelve (12) month period and cancel all or part of the agreement(s) or continue the agreement(s) through the next period.
  - 8.4. Respondent fails to perform its duties in a reasonable and competent manner, the City shall give written notice the respondent of the deficiencies and the respondent shall have thirty (30) days to correct such deficiencies. If the respondent fails to correct the deficiencies with the thirty (30) days, the City may terminate the agreement by giving the respondent written notice of termination and the reason for the termination.
9. **QUOTE SCHEDULE:** It is the City's intention to comply with the following quote timeline:
- 9.1. Quote released **March 30, 2015**
  - 9.2. Responses due by **5:00 PM** **April 23, 2015**
10. **QUOTE DUE DATE:** Quotes are due no later than **5:00 PM**, on the date noted above to the Purchasing Department.
- Mail or carry responses to:**
- City of Leander  
Purchasing Department  
200 W. Willis Street  
Leander, Texas 78641**
- Or e-mail or fax to:**
- [jsimonton@leandertx.gov](mailto:jsimonton@leandertx.gov)
- Fax: 512-528-2829**
11. **PRE-AWARD SITE VISIT:** City may, at City's discretion, schedule a site visit with prospective respondent to tour and inspect respondent facility, equipment and staff prior to making award.
  12. **RESPONSE REQUIREMENTS:** Failure to provide all or part of the required information with the response may automatically disqualify the response from consideration for award. Completed documentation shall include, at a minimum:
    - 12.1. Attachment A: Reference sheet that shall include the name, address, active telephone number and valid **E-MAIL** of at least three (3) Municipal and/or Government agencies or firms of comparable size that have utilized similar service in the past (two) 2 years.
    - 12.2. Attachment B: Quote form. **Failure to itemize and sign quote form may result in disqualification.**
    - 12.3. Schedule for painting approximately 500 hydrants.



- 12.4. Name and telephone number of primary representative.
- 12.5. Provide safety data sheet for paint to the City and keep a copy at the work areas.

### **PART III**

#### **SPECIFICATIONS**

1. **SCOPE OF WORK**: Successful respondent shall provide all labor, equipment and materials for the repainting of City Hydrants.
2. **QUANTITIES**: City seeks to repaint 500 +/- hydrants each fiscal year. Fiscal year is October 1 – September 30. Scope does not include fire hydrants located on private property.
3. **LOCATES**: A map of current hydrants is available as Attachment E. Successful respondent shall also drive areas and neighborhoods designated by City staff to visually locate hydrants.
4. **PAINT COLOR**: Paint color shall be silver to produce a result as shown on Attachment D.
5. **PROCEDURE**: Repainting process shall follow manufacturer's recommended specifications. Attachment C herein details the correct preparation and painting procedure.
  - 5.1. Hydrant surface shall be wire brushed, cleaned, degreased, primed where needed and painted silver.
  - 5.2. The entire hydrant above the breakaway flange shall be painted.
  - 5.3. In addition to the specifications outlined herein on Attachment C, light trimming, weed eating and clearing shall be conducted around hydrants to allow for thorough painting.
  - 5.4. Deviation from this procedure resulting in a substandard finish may result in termination of this agreement.
6. **VEHICLE IDENTIFICATION AND PARKING**: Successful respondent vehicles shall be licensed for travel on public roads, and shall have the name of the successful respondent clearly displayed on each side of the vehicle.
  - 6.1. Vehicles shall park in areas that do not create potentially hazardous traffic situations.
7. **WORK CREW**: Only qualified, trained, competent and reliable personnel shall perform Services.
  - 7.1. The City shall have the right to request the immediate removal from its premises of any crew member or subcontractor crew member if they are not in compliance with this specification.
  - 7.2. Each work crew shall have a designated, English-speaking or bi-lingual Supervisor attending the work site with the authority to direct Service and respond to crew inquiries about Service details or priorities.
  - 7.3. The successful respondent shall be responsible for furnishing all signs and traffic controls and make adjustments as required by City.
8. **DAMAGE**: Damage caused to City, State, Federal or private property as a result of performance of Services shall be remedied at the expense of the successful respondent.
  - 8.1. The successful respondent shall inspect all nearby property for existing damage prior to painting any hydrant in the assigned areas. Observed damage shall be documented to the City prior to beginning any Services. Areas may be checked for damage by the City prior to commencement of Services and randomly during the Agreement term at the option of the City.



- 8.2. Successful respondent shall, at his own expense, protect nearby property so that there shall be no damage as a result of performing Services.
- 8.3. The City shall be notified immediately of any damage or accidental painting or overspray of property.
- 8.4. The successful respondent shall designate a contact person for damage claims.
- 8.5. Signage stating "wet paint" shall be posted near hydrants that the public may come into contact with.
- 8.6. Successful respondent shall provide explanation of how surrounding property and objects will be protected from painting procedure in response.
9. **CITY APPROVAL**: Prior to award, City may request at respondent's expense one (1) sample hydrant to be painted so City may approve procedure and result.
10. **INVOICING AND INSPECTION**: Successful respondent shall invoice City with supporting record of hydrants painted.
  - 10.1. City shall have opportunity to inspect hydrants in order to approve invoicing within 7 days of submission of invoice.
  - 10.2. Any hydrants that appear deficient will be noted and the successful respondent notified. Deficient hydrants shall be repainted within fourteen (14) days of notification and re-inspected by City, weather permitting.
  - 10.3. If hydrant is deficient a second time, respondent shall be penalized at a rate of \$10 per additional inspection. The \$10 penalty shall be deducted from the invoice.
11. **WARRANTY**: Successful respondent shall warrant all painted hydrants for a period of one (1) year from paint defects and workmanship.
  - 11.1. Hydrants that have been painted within the year that peel, flake, show signs of corrosion or any other coating defects shall be repainted by successful respondent at no cost to the City within thirty (30) days notice from City.
  - 11.2. One (1) year time period shall begin from the date of painting invoice for that hydrant.





**ATTACHMENT B  
CITY OF LEANDER QUOTE FORM  
PURCHASING DEPARTMENT  
200 W. Willis Street • Leander, Texas 78641**

<b>SOLICITATION INFORMATION</b>	Quote Number: <b>#S14-018 Fire Hydrant Painting</b>	<b>RESPONDENT INFORMATION</b>	Tax ID Number: _____
	Due Date: April 23, 2015		Business Name: _____
	Time: On or Before 5:00 PM CST		Address: _____
	Submit to: City of Leander Purchasing Division 200 W. Willis Street Leander, TX 78641 <a href="mailto:jsimonton@leandertx.org">jsimonton@leandertx.org</a>		Address: _____
			Contact: _____
			Telephone: _____
			Entity Type: _____
			E-mail: _____

<b>HOW DID YOU HEAR ABOUT THIS SOLICITATION?</b>	<input type="checkbox"/> Newspaper	<input type="checkbox"/> City's Website	<input type="checkbox"/> E-mail Announcement	<input type="checkbox"/> ESB	<input type="checkbox"/> Other _____
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<b>FIRST TIME RESPONDING TO CITY OF LEANDER?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<b>IS YOUR BUSINESS REGISTERED WITH TEXAS BID SYSTEM?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No Register at: <a href="http://www.texasbidsystem.com">http://www.texasbidsystem.com</a>
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ITEM #	DESCRIPTION	UNIT OF MEASURE	UNIT PRICE	ESTIMATED ANNUAL VOLUME	EXTENDED PRICE
1	Surface preparation and painting of fire hydrants	EACH	\$	500	\$

Explanation of how surrounding property and objects will be protected from painting procedure:					

<b>AUTHORIZED SIGNATURE</b>	Print Authorized Individual Name: _____
	Authorized Signature: _____
	Date: _____

# ATTACHMENT C

## Fire Hydrant Painting Procedure

1. Paint one sample hydrant prior to beginning work.
2. Hydrant Preparation:
  - a. Clear small vegetation by hand, hand-held trimming tools, or a string trimmer.
  - b. Thoroughly clean the hydrant, remove any dirt and loose debris.
  - c. Remove surface rust, scale, grease, wax, and loose paint with a wire brush.
  - d. Pressure wash as needed.
  - e. Roughen and dull glossy surfaces so paint will adhere
  - f. Spot prime bare metal surfaces with Flynt Metal Primer or approved equal.
3. Painting
  - a. Apply two coats of Flynt Aluminum Paint (<http://www.flyntpaint.com/faqs.htm>) or approved equal. The Public Works Department must approve any alternative paint or primer.
  - b. Paint from the break-away flange to the top of the hydrant.
  - c. Do NOT paint the aluminum Storz nozzles, if hydrant has any. Cover and protect them from overspray.
4. Post "Wet Paint" signs until paint is dry to the touch.

ATTACHMENT D

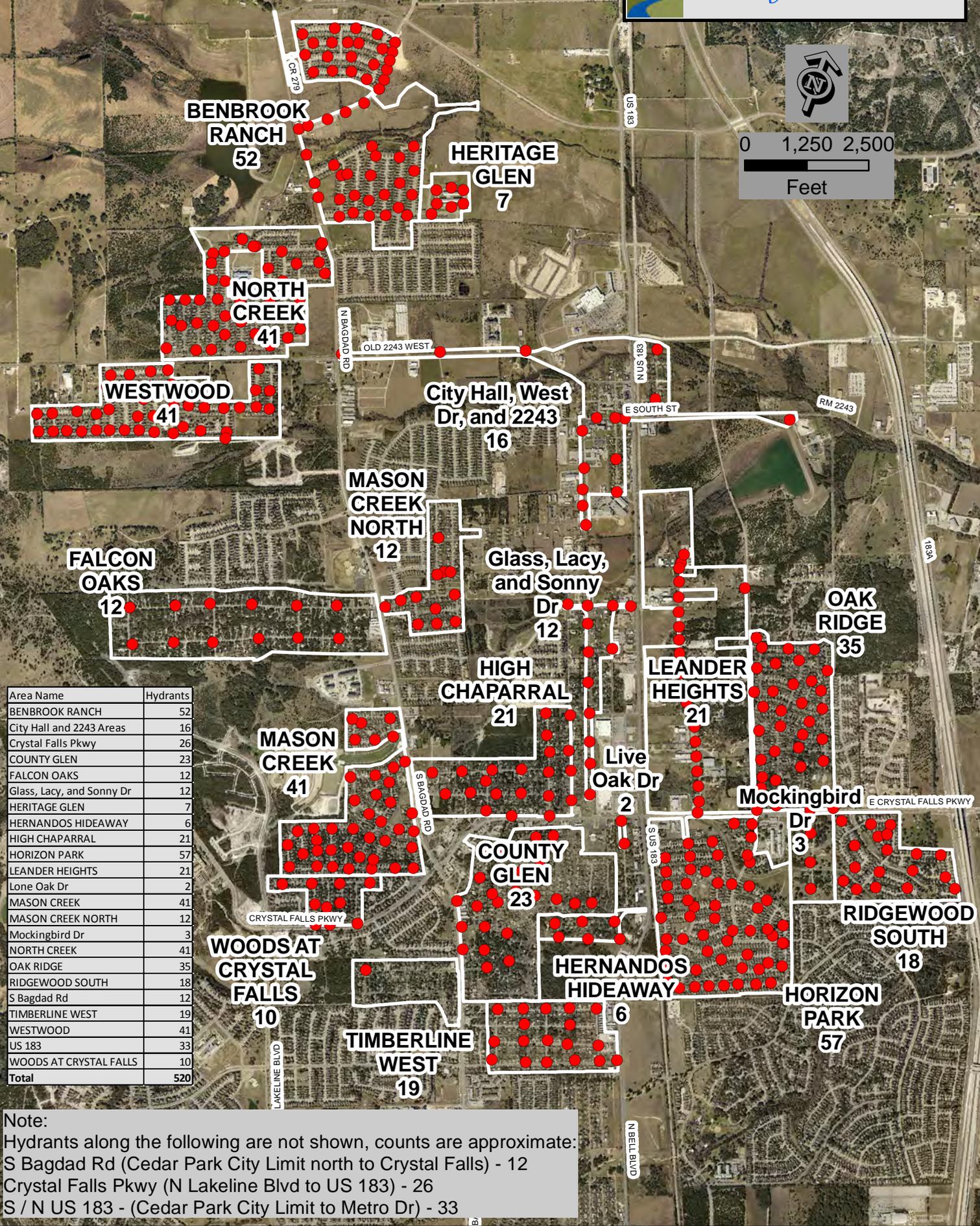
DESIRED SILVER HYDRANT FINISH



# ATTACHMENT E



## Fire Hydrant Locations



Area Name	Hydrants
BENBROOK RANCH	52
City Hall and 2243 Areas	16
Crystal Falls Pkwy	26
COUNTY GLEN	23
FALCON OAKS	12
Glass, Lacy, and Sonny Dr	12
HERITAGE GLEN	7
HERNANDOS HIDEAWAY	6
HIGH CHAPARRAL	21
HORIZON PARK	57
LEANDER HEIGHTS	21
Lone Oak Dr	2
MASON CREEK	41
MASON CREEK NORTH	12
Mockingbird Dr	3
NORTH CREEK	41
OAK RIDGE	35
RIDGEWOOD SOUTH	18
S Bagdad Rd	12
TIMBERLINE WEST	19
WESTWOOD	41
US 183	33
WOODS AT CRYSTAL FALLS	10
<b>Total</b>	<b>520</b>

Note:  
 Hydrants along the following are not shown, counts are approximate:  
 S Bagdad Rd (Cedar Park City Limit north to Crystal Falls) - 12  
 Crystal Falls Pkwy (N Lakeline Blvd to US 183) - 26  
 S / N US 183 - (Cedar Park City Limit to Metro Dr) - 33