



# COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 5

DATE: 04/16/2024

**SUBJECT: BID NO. F2024049 - PURCHASE OF DIGITAL INKJET ENVELOPE  
PRINTING SYSTEM - REPRODUCTION CENTER - PRINT &  
FINISHING SOLUTIONS**

## **COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award Bid No. F2024049, Purchase of Digital Inkjet Envelope Printing System, for the Reproduction Center, to Print & Finishing Solutions for \$118,790.00.

## **BACKGROUND**

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Five hundred forty-seven (547) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on January 31, 2024 was attended by three (3) vendors as well as representatives from the Reproduction Center and Purchasing. Four (4) bids and seven (7) no-bids were received.

The bids received from Southwest Office Systems and Technology International did not meet specifications because both vendors bid units with smaller printheads other than specified which will not allow printing of larger, catalog sized envelopes. In addition, both vendors bid units that use soluble dye inks which can smudge and smear. Pigment inks, as requested in the specifications, are insoluble and will not smudge or smear.

The bid received from Print & Finishing Solutions meets all specifications and is acceptable to the Reproduction Center.

The term of the contract is twelve (12) months, effective April 16, 2024.

This purchase is to replace the Reproduction Center's 9810XCS offset press that was purchased in 1994. After nearly thirty (30) years of service, this press is at end-of-life and no longer serviceable. An estimated 900,000 impressions were printed in FY2023.

Therefore, it is the joint recommendation of the Reproduction Center and Purchasing that Bid No. F2024049, Purchase of Digital Inkjet Envelope Printing System, be awarded to Print & Finishing Solutions for \$118,790.00.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Caleb Rojo Chris Lax, CPSM, CPSD, CPCP
---------------	------------	------------------------------	---



## COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: \_\_\_\_\_ DATE: 04/16/2024 PAGE 2 OF 5

### **FISCAL IMPACT**

Funding in amount of \$118,790.00 is available in the account 45100-2024 Non-Debt Capital/1860300000 Graphics/540000 Capital Outlay.