



COMMISSIONERS COURT  
COMMUNICATION

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

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DATE: 01/23/2024

**SUBJECT: BID NO. 2022-079 - ANNUAL CONTRACT FOR TONER CARTRIDGES AND MAINTENANCE SUPPLIES FOR INKJET AND LASER PRINTERS - COUNTYWIDE - VARIOUS VENDORS - EXERCISE SECOND AND FINAL OPTION FOR RENEWAL - SAME FIRM FIXED PRICES AND DISCOUNT FROM LIST PRICE**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve renewal of Bid No. 2022-079, Annual Contract for Toner Cartridges and Maintenance Supplies for Inkjet and Laser Printers, for the second and final optional twelve (12) month period to the following vendors at the same firm fixed prices and discount from list price:

Primary	Dream Ranch, LLC	28 of 37 Items
	Beepsmart Communications, Inc. d/b/a Smart Group Systems	9 of 37 Items
Secondary	Beepsmart Communications, Inc. d/b/a Smart Group Systems	17 of 37 Items
	Dream Ranch, LLC	9 of 37 Items
	Rasix Computer Center, Inc., d/b/a Academic Supplier	6 of 37 Items
	Enhanced Laser Products	4 of 37 Items
	Encon Systems	1 of 37 Items
Alternate	Encon Systems	2 of 37 Items
	Beepsmart Communications, Inc., d/b/a Smart Group Systems	1 of 37 Items

**BACKGROUND**

On March 22, 2022, the Commissioners Court, through Court Order #137772, awarded Bid No. 2022-079, Annual Contract for Inkjet and Maintenance Supplies for Inkjet and Laser Printers, Countywide, to the following vendors:

Primary	Dream Ranch, LLC	17 of 37 Items
	The Tree House, Inc.	12 of 37 Items
	Beepsmart Communications, Inc., d/b/a Smart Group Systems	4 of 37 Items
	Coast to Coast Computer Products, Inc.	3 of 37 Items
	GCS Imaging Inc.	1 of 37 Items

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Stefani Felipe Chris Lax, CPSM, CPSD, CPCP
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Secondary	Dream Ranch, LLC	13 of 37 Items
	Beepsmart Communications, Inc., d/b/a Smart Group Systems	8 of 37 Items
	The Tree House, Inc.	8 of 37 Items
	Rasix Computer Center, Inc. d/b/a Academic Supplier	4 of 37 Items
	Enhanced Laser Products	2 of 37 Items
	Encon Systems	1 of 37 Items
	GCS Imaging Inc.	1 of 37 Items
	Alternate	Beepsmart Communications, Inc. d/b/a Smart Group Systems
The Tree House, Inc.		9 of 37 Items
Dream Ranch, LLC		7 of 37 Items
Encon Systems		2 of 37 Items
Enhanced Laser Products		2 of 37 Items
Rasix Computer Center, Inc., d/b/a Academic Supplier		2 of 37 Items
Coast to Coast Computer Products, Inc.		1 of 37 Items

The award was based upon low bid meeting specifications and contained options to renew for two (2) additional twelve (12) month periods.

On October 11, 2022, the Commissioners Court, through Court Order #139398, canceled all awards to Coast to Coast Computer Products Inc. and awarded to the next low bidders meeting specifications.

On October 18, 2022, the Commissioners Court, through Court Order #139477, canceled all awards to The Tree House, Inc. and awarded to the next low bidders meeting specifications.

On January 24, 2023, the Commissioners Court, through Court Order #140178, approved the first renewal option.

The contract is utilized when toner cartridges and maintenance supplies are needed for inkjet and laser printers.

The vendors notified Purchasing in writing that their prices will remain firm through April 3, 2025.

Therefore, it is the recommendation of Purchasing that the Commissioners Court approve renewal of Bid No. 2022-079, Annual Contract for Inkjet and Maintenance Supplies for Inkjet and Laser Printers, for another twelve (12) month period.



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## **FISCAL IMPACT**

Expenses for last year were approximately \$420,500.00. The County's future cost will be determined by the orders placed on an as-needed basis. Funding is available in account 10000-2024 General Fund/Various Cost Centers/521021 Computer Supplies.