



COMMISSIONERS COURT  
COMMUNICATION

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

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DATE: 09/04/2024

**SUBJECT: BID NO. 2023-142 - ANNUAL CONTRACT FOR HVAC AIR FILTERS AND FILTER REPLACEMENT SERVICES - FACILITIES MANAGEMENT - AIR RELIEF TECHNOLOGIES, INC. D/B/A TEX-AIR FILTERS - EXERCISE FIRST OPTION FOR RENEWAL - SAME FIRM FIXED PRICES**

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

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve renewal of Bid No. 2023-142, Annual Contract for HVAC Air Filters and Filter Replacement Services, for the first optional twelve (12) month renewal period to Air Relief Technologies, Inc. d/b/a Tex-Air Filters at the same firm fixed prices.

**BACKGROUND**

On July 11, 2023, the Commissioners Court, through Court Order #141211, awarded Bid No. 2023-142, Annual Contract for HVAC Air Filters and Filter Replacement Services, for Facilities Management, to the following vendors at the per unit price:

Primary	Air Relief Technologies, Inc. d/b/a Tex-Air Filters
Secondary	Kleen-Air Filter Service and Sales

The awards were based upon low bids meeting specifications and contained options to renew for two (2) additional twelve (12) month periods.

Kleen-Air Filter Service and Sales did not respond to renewal request. The remaining vendor notified Purchasing in writing that their prices will remain firm through October 13, 2025. Facilities Management notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that the Commissioners Court approve renewal of Bid No. 2023-142, Annual Contract for HVAC Air Filters and Filter Replacement Services, for another twelve (12) month period.

**FISCAL IMPACT**

Expenses for last year were approximately \$250,000.00. The County's future cost will be determined by the services provided on an as-needed basis. Funding is available in account 1000-2025 General Fund/Various Cost Centers/532025 Air Conditioning Maintenance Contract. The department has included funding in the FY 2025 budget request.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Julian Cano Chris Lax, CPSM, CPSD, CPCP
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