



COMMISSIONERS COURT  
COMMUNICATION

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

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DATE: 08/20/2024

**SUBJECT: RFP NO. F2024146 - ANNUAL CONTRACT FOR CDL TRAINING - COUNTYWIDE - VARIOUS VENDORS - PER CONTRACT TERMS**

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. F2024146, Annual Contract for CDL Training, Countywide, to the following vendors at the per contract terms:

Primary	STVI-AAI Education, Inc. d/b/a Ancora Education
Secondary	On Track Truck Driving School

**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. Six hundred twenty-four (624) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on June 12, 2024 was attended by four (4) vendors as well as representatives from the four (4) Maintenance Precincts, Facilities Management, the Sheriff’s Office, and Purchasing. Three (3) proposals were received.

Proposals were evaluated by the four (4) Maintenance Precincts, Facilities Management, the Sheriff’s Office, and Purchasing representatives. Evaluation was based upon the criteria and processes set forth in the RFP.

A Best and Final Offer was requested from the highest scoring vendor which resulted in a reduction of \$5,905.00 from the originally proposed price of \$92,900.00. A Best and Final Offer was requested from the secondary vendor but they did not return an offer.

The proposals received from the vendors listed above meet all specifications and are acceptable to the four (4) Maintenance Precincts, Facilities Management and the Sheriff’s Office.

The term of the contract is twelve (12) months, effective August 29, 2024, with two (2) options for renewal periods of twelve (12) months each.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Amos Jones Chris Lax, CPSM, CPSD, CPCP
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This annual contract is to purchase training to assist employees in receiving their CDL licenses. These licenses allow employees to operate and drive large commercial vehicles and buses.

Therefore, it is the joint recommendation of the four (4) Maintenance Precincts, Facilities Management, the Sheriff's Office, and Purchasing that RFP No. F2024146, Annual Contract for CDL Training, be awarded to the vendors listed above at the per contract terms.

## **FISCAL IMPACT**

Expenses for last year were approximately \$55,750.00. The County's future cost will be determined by the services provided on an as-needed basis. Funding is available in the following accounts:  
26100-2024 Road and Bridge Fund/6110300000 Precinct 1 Maintenance/588261 Education  
26100-2024 Road and Bridge Fund/6210300000 Precinct 2 Maintenance/588261 Education  
26100-2024 Road and Bridge Fund/6310300000 Precinct 3 Maintenance/588261 Education  
26100-2024 Road and Bridge Fund/6410300000 Precinct 4 Maintenance/588261 Education  
24200-2024 Education Fund/2120970000 Sheriff's Office - Cold Springs/588261 Education  
26100-2024 Road and Bridge Fund/1860100000 Facilities Administration/588261 Education