



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF 4

DATE: 12/13/2022

SUBJECT: **BID NO. 2022-062 - ANNUAL CONTRACT FOR PURCHASE OF RETIREMENT WATCHES - HUMAN RESOURCES - J. BRANDT RECOGNITION, LTD. - EXERCISE FIRST AND FINAL 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. 2022-062, Annual Contract for Purchase of Retirement Watches, for the first and final optional twelve (12) month period with J. Brandt Recognition, Ltd.

**BACKGROUND**

On March 1, 2022, the Commissioners Court, through Court Order #137587, awarded Bid No. 2022-062, Annual Contract for Purchase of Retirement Watches, for Human Resources, to J. Brandt Recognition, Ltd.

The award was based upon low bid meeting specifications and contained an option to renew for one (1) additional twelve (12) month period.

The vendor notified Purchasing in writing that their prices will remain firm through March 2, 2024. Human Resources notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Human Resources and Purchasing that the Commissioners Court approve renewal of Bid No. 2022-062, Annual Contract for Purchase of Retirement Watches, for another twelve (12) month period.

**FISCAL IMPACT**

Expenses for last year were approximately \$15,390.00. Orders are placed on an as-needed basis. Funding is available in account 579076/10000-2023/1140100000.

SUBMITTED BY: Purchasing

PREPARED BY: Krystal Garibay  
APPROVED BY: Chris Lax, CPSM, CPSD, CPCP





## TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any county action that involves the adoption of a regulation, policy, guideline, court resolution, or order.

Project/Regulation Name: \_\_\_\_\_ Bid No. 2022-062 - Annual Contract for Purchase of Retirement Watches - Human Resources - J. Brandt Recognition, Ltd. - Exercise First and Final Option for Renewal - Same Firm Fixed Prices

County Department: \_\_\_\_\_ PURCHASING

Contact Person: \_\_\_\_\_ Melissa Lee, C.P.M., A.P.P.

Phone Number for Contact Person: \_\_\_\_\_ (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

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### I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution, or order.

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**Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.**

### II. Potential Effect on Private Real Property

1. Does the county action require a physical invasion, occupation, or dedication of real property?

Yes \_\_\_\_\_ No ✓

2. Does the county action limit or restrict a real property right, even partially, or temporarily?

Yes \_\_\_\_\_ No ✓

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.

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TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76106 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.  
Purchasing Agent

Chris Lax, CPSM  
Assistant Purchasing Agent

November 15, 2022

J. Brandt Recognition, Ltd.  
2816 W Lancaster Ave  
Fort Worth, TX 76107  
[alicia.brandt@jbrandt.com](mailto:alicia.brandt@jbrandt.com)

Re: RFB NO. 2022-062 ANNUAL CONTRACT FOR PURCHASE OF RETIREMENT WATCHES

Dear Sir/Madam:

Referenced bid was for twelve (12) months with one (1) option to renew for additional twelve (12) months each. The original contract was for the period of March 3, 2022 through March 2, 2023. The effective dates for the first renewal option will run from March 3, 2023, through March 2, 2024.

☒ Yes, J. Brandt Recognition, Ltd. will accept the offer to extend the same contract pricing and discounts through the renewal period. **Please include a current 1295 Form with your response.**

☐ No, J. Brandt Recognition, Ltd. will NOT accept the offer to extend the same contract pricing and discounts through the renewal period.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No  
If yes, please return a listing of the participating entities with this letter.

Please fax or email your signed response.

Sincerely,

*Krystal Garibay*

Krystal Garibay  
Senior Buyer  
(P) 817.884.1133  
(F) 817.884.1133  
(E) [kgaribay@tarrantcountytx.gov](mailto:kgaribay@tarrantcountytx.gov)

*Alicia Brandt*

Name: Alicia Brandt

(P) 817-877-0513 x304

(F) 817-810-0202

(E) [alicia.brandt@jbrandt.com](mailto:alicia.brandt@jbrandt.com)



RFB 2022-062 ANNUAL CONTRACT FOR PURCHASE OF RETIREMENT WATCHES

		J. Brandt Recognition, Ltd. Fort Worth, TX HUB - No CO-OP - Yes		
Item		Estimated Quantity	Unit Price	Extended Price
1	Men's Dress Watch	60	\$ 114.00	\$ 6,840.00
2	Women's Dress Watch	60	\$ 114.00	\$ 6,840.00
Total Bid			\$	13,680.00

