



## COMMISSIONERS COURT COMMUNICATION

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

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DATE: 12/21/2021

**SUBJECT: RFP NO. 2021-155 - ANNUAL CONTRACT FOR INFORMATICS  
CONSULTANT SERVICES - PUBLIC HEALTH - J MICHAEL  
CONSULTING, LLC - PER CONTRACT TERMS**

### **COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. 2021-155, Annual Contract for Informatics Consultant Services, for Public Health, to J Michael Consulting, LLC at the per contract terms.

### **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. Three hundred sixty (360) 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 September 8, 2021 was attended by eight (8) vendors as well as representatives from Public Health and Purchasing. Two (2) proposals and one (1) no-bid were received.

Proposals were evaluated by Public Health, Information Technology, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The proposal received from J Michael Consulting, LLC meets all specifications and is acceptable to Public Health.

The term of the contract is twelve (12) months, effective December 21, 2021, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Public Health and Purchasing that RFP No. 2021-155, Annual Contract for Informatics Consultant Services, be awarded to J Michael Consulting, LLC at the per contract terms.

### **FISCAL IMPACT**

The discovery phase of this project is estimated to be \$106,667.00. This item has been recommended or approved for ARPA/FRF funding.

***Additional activities resulting from the discovery phase of this project will be performed on an as-needed basis using the contract terms.***

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Chris Lax, CPSM, CPCP Chris Lax, CPSM, CPCP
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