



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

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DATE: 03/01/2022

SUBJECT: **BID NO. 2022-062 - ANNUAL CONTRACT FOR PURCHASE OF RETIREMENT WATCHES - HUMAN RESOURCES - J. BRANDT RECOGNITION, LTD. - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. 2022-062, Annual Contract for Purchase of Retirement Watches, for Human Resources, to J. Brandt Recognition, Ltd. at the per unit price.

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. Fifty-one (51) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. One (1) bid was received.

The bid received from J. Brandt Recognition, Ltd. meets all specifications and is acceptable to Human Resources.

There is no secondary award for items 1 and 2 because only one (1) bid was received.

The term of the contract is twelve (12) months, effective March 3, 2022, with one (1) option for a renewal period of twelve (12) months.

Therefore, it is the joint recommendation of Human Resources and Purchasing that Bid No. 2022-062, Annual Contract for Purchase of Retirement Watches, be awarded to J. Brandt Recognition, Ltd. at the per unit price.

FISCAL IMPACT

Expenses for last year were approximately \$26,705.00. Orders are placed on an as-needed basis.

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