



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

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DATE: 04/05/2022

SUBJECT: **BID NO. 2022-084 - ANNUAL CONTRACT FOR MISCELLANEOUS OFFICE FURNITURE - COUNTYWIDE - VARIOUS VENDORS - PER UNIT PRICE AND DISCOUNT FROM LIST PRICE**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. 2022-084, Annual Contract for Miscellaneous Office Furniture, Countywide, to the following vendors at the per unit price and discount from list price:

Primary	Plano Office Supply	Sections 1, 5
	Texas Furniture Source, Inc.	Section 3
	Blue Box LLC	Sections 4, 6
	Panther Ergonomics & Product Solution	Section 2
	TX Interior Resources LLC	Sections 7, 8
Secondary	Hertz Furniture Systems LLC	Sections 3, 4
	Texas Furniture Source, Inc.	Section 5
	Plano Office Supply	Sections 2, 6
Alternate	Blue Box LLC	Section 2
	Just Ergonomics LLC	Sections 3, 6

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. One hundred (100) 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. Eight (8) bids were received.

Bids were evaluated by Purchasing representatives. Award recommendations are the low bids meeting specifications.

The bid received from Global Industrial was deemed non-responsive for failure to provide item pricing per bid specifications.

SUBMITTED BY:	Purchasing	PREPARED BY:	Susanna H. Lea, CPPB
		APPROVED BY:	Chris Lax, CPSM, CPCP



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There were no secondary or alternate awards on Sections 1, 7, and 8 because only one (1) response was received for each section. No alternate was awarded on Sections 4 and 5 because only two (2) responses were received for each section.

Tie bids were received for the Items in Section 2. The award recommendations were determined in accordance with Commissioners Court Order No. 60616, Procedure for Awarding Tie Bids.

The term of the contract is twelve (12) months, effective April 5, 2022, with two (2) options for a renewal period of twelve (12) months each.

Therefore, it is the recommendation of Purchasing that Bid No. 2022-084, Annual Contract for Miscellaneous Office Furniture, be awarded to the vendors listed above at the per unit price and discount from list price.

FISCAL IMPACT

Expenses for last year were approximately \$515,840.75. Orders are placed on an as-needed basis.