



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 06/21/2022

SUBJECT: RFP NO. 2022-109 - ANNUAL CONTRACT FOR DIGITAL FINGERPRINT SYSTEM - MEDICAL EXAMINER'S OFFICE - INCADENCE STRATEGIC SOLUTIONS CORPORATION - \$32,081.70

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. 2022-109, Annual Contract for Digital Fingerprint System, for the Medical Examiner's Office, to InCadence Strategic Solutions Corporation for \$32,081.70.

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. Five hundred sixty-three (563) 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 March 30, 2022 was attended by four (4) vendors as well as representatives from the Medical Examiner's Office, Information Technology, and Purchasing. Two (2) proposals and two (2) no-bids were received.

Proposals were evaluated by the Medical Examiner's Office, Information Technology, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The proposal received from DataWorks Plus, LLC did not meet all specifications because they did not bid mobile devices as part of the solution as required. The proposal received from InCadence Strategic Solutions Corporation meets all specifications and is acceptable to the Medical Examiner's Office and Information Technology.

The term of contract is twelve (12) months, effective June 21, 2022, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of the Medical Examiner's Office, Information Technology, and Purchasing that RFP No. 2022-109, Annual Contract for Digital Fingerprint System, be awarded to InCadence Strategic Solutions Corporation for \$32,081.70.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Wanyu Chen Chris Lax, CPSM, CPCP
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FISCAL IMPACT

Funding for the first year in the amount of \$32,081.70 is available in account 540000/45100-2022/2310100000.

Funding for annual maintenance and support for \$3,538.94 will be requested in future budgets.