



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 09/13/2022

**SUBJECT: BID NO. 2022-189 - ANNUAL CONTRACT FOR THC
QUANTITATION ANALYSIS - SHERIFF'S OFFICE - VARIOUS
VENDORS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. 2022-189, Annual Contract for THC Quantitation Analysis, for the Sheriff's Office, to the following vendors at the per unit price:

Primary	Armstrong Forensic Laboratory, Inc.
Secondary	National Medical Services, Inc., d/b/a NMS Labs

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 one (101) 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. A pre-bid conference held on July 25, 2022 was attended by two (2) vendors as well as representatives from the Sheriff's Office and Purchasing. Two (2) bids were received.

Bids were evaluated by the Sheriff's Office and Purchasing representatives. Award recommendations are to the low bids meeting specifications.

The term of the contract is twelve (12) months, effective October 22, 2022, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of the Sheriff's Office and Purchasing that Bid No. 2022-189, Annual Contract for THC Quantitation Analysis, be awarded to the vendors listed above at the per unit price.

FISCAL IMPACT

Expenses for last year were approximately \$41,770.00. Services are provided on an as-needed basis. The department has included funding in the FY 2023 budget request.

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