



## COMMISSIONERS COURT COMMUNICATION

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

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DATE: 09/20/2022

**SUBJECT: RFP NO. 2022-196 - ANNUAL CONTRACT FOR INMATE COMMISSARY SERVICES, INMATE BANKING SERVICES, DEPOSIT/RELEASE SERVICES, AND OPTIONAL VALUE ADDED TECHNOLOGY - SHERIFF'S OFFICE - KEEFE COMMISSARY NETWORK, LLC - PER CONTRACT TERMS**

### **\*\*\* CONSENT AGENDA \*\*\***

#### **COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court award RFP No. 2022-196, Annual Contract for Inmate Commissary Services, Inmate Banking Services, Deposit/Release Services, and Optional Value Added Technology, for the Sheriff's Office, to Keefe Commissary Network, 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. Four hundred eighty-one (481) vendors were contacted and requested to participate in the 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 August 8, 2022 was attended by three (3) vendors as well as representatives from the Sheriff's Office and Purchasing. One (1) proposal and one (1) no-bid were received.

The proposal was evaluated by the Sheriff's Office and Purchasing representatives. Evaluation was based upon the criteria and processes set forth in the RFP. The proposal received from Keefe Commissary Network, LLC meets all specifications and is acceptable to the Sheriff's Office.

The term of the contract is effective October 1, 2022 through December 31, 2023.

Therefore, it is the joint recommendation of the Sheriff's Office and Purchasing that RFP No. 2022-196, Annual Contract for Inmate Commissary Services, Inmate Banking Services, Deposit/Release Services, and Value Added Technology, be awarded to Keefe Commissary Network, LLC at the per contract terms.

#### **FISCAL IMPACT**

This contract constitutes revenue to the Sheriff's Commissary Fund.

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