



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 10/11/2022

**SUBJECT: BID NO. 2022-218 - ANNUAL CONTRACT FOR COPIER
MAINTENANCE AND SUPPLIES - COUNTYWIDE - VARIOUS
VENDORS - PER UNIT PRICE, HOURLY RATE, AND MARKUP
FOR PARTS**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. 2022-218, Annual Contract for Copier Maintenance and Supplies, Countywide, to the following vendors at the per unit price, hourly rate, and markup for parts:

Primary	Dynamic Advantage, Inc.	2 of 4 Sections
	Electronic Risks Consultants, Inc.	1 of 4 Sections
	Kyocera Document Solutions Southwest LLC	1 of 4 Sections
Secondary	Electronic Risks Consultants, Inc.	2 of 4 Sections
	Dynamic Advantage, Inc.	1 of 4 Sections
Alternate	Dynamic Advantage, Inc.	1 of 4 Sections

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. Thirty-six (36) 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. Three (3) bids were received.

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

There are no secondary or alternate awards for Section 1 because only one (1) bid was received for this section. There are no alternate awards for Sections 2 and 4 because only two (2) bids were received for these sections.

The term of the contract is twelve (12) months, effective October 11, 2022, with two (2) options for renewal periods of twelve (12) months each.

SUBMITTED BY: Purchasing

PREPARED BY: James Bocks, CPPB
APPROVED BY: Chris Lax, CPSM, CPCP



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Therefore, it is the recommendation of Purchasing that Bid No. 2022-218, Annual Contract for Copier Maintenance and Supplies be awarded to the above listed vendors at the per unit price, hourly rate, and markup for parts.

FISCAL IMPACT

Expenses for last year were approximately \$136,007.93. The County's future cost will be determined by the services provided on an as-needed basis.