



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 11/01/2022

**SUBJECT: BID NO. 2022-017 - ANNUAL CONTRACT FOR PURCHASE OF
SERVICE AWARDS - HUMAN RESOURCES - VARIOUS VENDORS
- EXERCISE FIRST AND FINAL OPTION FOR RENEWAL - SAME
FIRM FIXED PRICES**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of Bid No. 2022-017, Annual Contract for Purchase of Service Awards, for the first and final optional twelve (12) month period at the same firm fixed prices.

BACKGROUND

On November 23, 2021, the Commissioners Court, through Court Order #136940, awarded Bid No. 2022-017, Annual Contract for Purchase of Service Awards, for Human Resources, to the following vendors:

Primary	MTM Recognition Corp.
Secondary	J. Brandt Recognition, Ltd.
Alternate	CFJ Manufacturing, LP

The awards were based upon low bid meeting specifications and contained an option to renew for one (1) additional twelve (12) month period.

The vendors notified Purchasing in writing that their prices will remain firm through December 11, 2023. Human Resources notified Purchasing in writing that they are pleased with the vendors and want to renew.

Therefore, it is the joint recommendation of Human Resources and Purchasing that the Commissioners Court approve renewal of Bid No. 2022-017, Annual Contract for Purchase of Service Awards, for another twelve (12) month period.

FISCAL IMPACT

Expenses for last year were approximately \$10,935.15. Orders are placed on an as-needed basis. Funding is available in account 579076/10000-2023/1140100000.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Krystal Garibay Chris Lax, CPSM, CPCP
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