



**COMMISSIONERS COURT
COMMUNICATION**

REFERENCE NUMBER _____

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DATE: 12/13/2022

**SUBJECT: BID NO. 2023-029 - ANNUAL CONTRACT FOR WINDOW
WASHING SERVICES - FACILITIES MANAGEMENT - VARIOUS
VENDORS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. 2023-029, Annual Contract for Window Washing Services, for Facilities Management, to the following vendors at the per unit price:

Primary Collins Glass Works, LLC d/b/a Collins Window Cleaning
Secondary Jack & Joe’s Window Cleaning, Inc. d/b/a Squeegee Squad

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 twenty-six (126) 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 November 17, 2022 was attended by three (3) vendors as well as representatives from Facilities Management and Purchasing. Two (2) bids were received.

Bids were evaluated by Facilities Management and Purchasing representatives. Award recommendations are to low bids meeting specifications.

The term of the contract is twelve (12) months, effective January 5, 2023, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2023-029, Annual Contract for Window Washing Services, be awarded to the vendors listed above at the per unit price.

FISCAL IMPACT

Expenditures for last year were approximately \$104,145.00. Services are provided on an as-needed basis. Funding is available in account 532071/10000-2023/Various Cost Centers.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Rita C. Pauley, CPO Chris Lax, CPSM, CPSD, CPCP
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