



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 05/02/2023

**SUBJECT: BID NO. 2023-089 - ANNUAL CONTRACT FOR PURCHASE OF
BLACK AND WHITE PRODUCTION COPIER SYSTEM AND
MAINTENANCE - REPRODUCTION CENTER - UBEO LLC**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. 2023-089, Annual Contract for Purchase of Black and White Production Copier System and Maintenance, for the Reproduction Center, to UBEO LLC for \$80,243.00.

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 thirty-eight (138) 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 February 22, 2023 was attended by seven (7) vendors as well as representatives from the Reproduction Center and Purchasing. Three (3) bids were received.

The low bid received from UBEO LLC meets all specifications and is acceptable to the Reproduction Center.

Therefore, it is the joint recommendation of the Reproduction Center and Purchasing that Bid No. 2023-089, Annual Contract for Purchase of Black and White Production Copier System and Maintenance, be awarded to UBEO LLC for \$80,243.00.

This purchase is to replace the existing black and white production copier system that was purchased in 2015. This system has been discontinued by the manufacturer and there is no guarantee of the availability of parts or continued service. Furthermore, the copier's front end is a computer system running an operating system that is no longer eligible for security updates. An estimated 2.5 million impressions are printed on the black and white copier system annually.

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

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Caleb Rojo Chris Lax, CPSM, CPSD, CPCP
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FISCAL IMPACT

Funding in the amount of \$80,243.00 is available in account 54000/45100-2023/1860300000.