



**COMMISSIONERS COURT
COMMUNICATION**

REFERENCE NUMBER _____

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DATE: 05/02/2023

SUBJECT: ACCEPTANCE OF REBATE CHECK - BID NO. 2020-003 - ANNUAL CONTRACT FOR OFFICE SUPPLIES AND OTHER MISCELLANEOUS PRODUCTS - COUNTYWIDE - STAPLES CONTRACT AND COMMERCIAL, LLC

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve acceptance of a rebate check for Bid No. 2020-003, Annual Contract for Office Supplies and Other Miscellaneous Products, for \$134,650.52.

BACKGROUND

On November 5, 2019, the Commissioners Court, through Court Order #131524, awarded Bid No. 2020-003, Annual Contract for Office Supplies and Other Miscellaneous Products, to Staples Contract and Commercial, LLC.

On December 8, 2020, the Commissioners Court, through Court Order #134388, approved renewal of Bid No. 2020-003, Annual Contract for Office Supplies and Other Miscellaneous Products, to Staples Contract and Commercial, LLC.

On September 7, 2021, the Commissioners Court, through Court Order #136262, approved renewal of Bid No. 2020-003, Annual Contract for Office Supplies and Other Miscellaneous Products, Countywide, to Staples Contract and Commercial, LLC.

The bid from Staples Contract and Commercial, LLC included a rebate to Tarrant County of three percent (3%) based on the spending of the entities participating in the Tarrant County Cooperative Purchasing Program. Currently, there are thirty-seven (37) participating entities.

FISCAL IMPACT

This constitutes revenue to Tarrant County in the amount of \$134,650.52. This funding has been deposited into account 482003/10000-2023/1140100000.

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