



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 06/06/2023

**SUBJECT: BID NO. 2022-138 - ANNUAL CONTRACT FOR RENTAL OF
TABLES AND CHAIRS - ELECTIONS ADMINISTRATION -
BUSINESS INTERIORS - EXERCISE FIRST 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. 2022-138, Annual Contract for Rental of Tables and Chairs, for the first optional twelve (12) month period at the same firm fixed prices.

BACKGROUND

On June 7, 2022, the Commissioners Court, through Court Order #138285, awarded Bid No. 2022-138, Annual Contract for Rental of Tables and Chairs, for Elections Administration, to Business Interiors.

The award was based upon low bid meeting specifications and contained options to renew for two (2) additional twelve (12) month periods.

The vendor notified Purchasing in writing that their prices will remain firm through July 26, 2024. Elections Administration notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Elections Administration and Purchasing that the Commissioners Court approve the renewal of Bid No. 2022-138, Annual Contract for Rental of Tables and Chairs, for another twelve (12) month period.

FISCAL IMPACT

Expenses for last year were approximately \$41,812.00. Orders are placed on an as-needed basis. Funding is available in account 578051/10000-2023/1420000000.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Julie Nichols Chris Lax, CPSM, CPSD, CPCP
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