



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 08/15/2023

SUBJECT: PERMISSION TO TAKE BIDS/RFPS

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court grant permission to take Bids/RFPs for the following:

a. RFP for Annual Contract for Central Jury Audio Visual Systems Renovation

Estimated Value – \$231,000.00

Funding for this item was included in the FY 2023 budget.

This purchase is to implement a modern Audio-Visual (AV) solution to support multiple uses of the Central Jury Room. The existing AV solution no longer meets the needs of jury duty services (jury waiting, dismissals, training and grand jury). The primary contact for this item is Theresa Lee, Project Management, Information Technology Department.

b. Annual Contract for Printing and Mailing of Voter Registration Certificate Cards Confirmation Notices and Pre-Printed Stock

Estimate Value - \$39,500.00

The department has included funding for this item in the FY 2024 budget request.

This contract is for printing and mailing of voter registration certificate cards, confirmation notices and pre-printed stock. This will be used by Elections Administration. The primary contact for this item is Troy Harvard.

BACKGROUND

The above list is for goods/services to be purchased through the competitive bid process required by Texas Local Government Code 262.002(c).

FISCAL IMPACT

There is no fiscal impact associated with this item.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Melissa Lee, C.P.M., A.P.P. Chris Lax, CPSM, CPSD, CPCP
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