



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 10/03/2023

**SUBJECT: RFP NO. 2023-108 ANNUAL CONTRACT FOR IN-CAR VIDEO -
SHERIFF'S OFFICE - UTILITY ASSOCIATES, INC. - PER
CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. 2023-108, Annual Contract for In-Car Video, for the Sheriff's Office, to Utility Associates, Inc., at the per contract terms and approve contract.

BACKGROUND

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, 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. Six hundred seventy-three (673) firms were contacted and requested to participate in the proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on April 4, 2023 was attended by nine (9) vendors as well as representatives from the Sheriff's Office and Purchasing. Five (5) proposals and one (1) no-bid were received.

Proposals were evaluated by the Sheriff's Office and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP specifications. GTS Technology Solutions, Inc. and PCN Strategies, Inc. were deemed non-responsive for failure to sign an addendum as required. The top two (2) vendors were invited to provide presentations on June 26, 2023. The Evaluation Committee then rescored the criteria and processes set forth in the RFP specifications.

A Best and Final Offer was then requested from the two (2) highest-scoring vendors, which resulted in no reduction in total price. The proposal received from Utility Associates, Inc. meets all specifications and is acceptable to the Sheriff's Office.

The term of the contract is twelve (12) months, effective October 3, 2023, with two (2) options for renewal periods of twelve (12) months each.

Tarrant County Sheriff's Office is seeking to replace existing mission-critical equipment that has reached end-of-life. The current equipment is no longer covered by or will be out of warranty soon. The in-car video systems are utilized by the patrol and warrant divisions to capture public interactions and evidence.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Caleb Rojo Chris Lax, CPSM, CPSD, CPCP
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Therefore, it is the joint recommendation of the Sheriff's Office and Purchasing that RFP No. 2023-108, Annual Contract for In-Car Video, be awarded to Utility Associates, Inc. at the per contract terms.

The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed the contract as to form.

FISCAL IMPACT

Funding in the amount of \$214,368.00 is available in account 540000/45100-2024/2110310000. Annual maintenance fees of \$160,776.00 will be requested in future budgets.