



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

PAGE 1 OF 5

DATE: 10/17/2023

**SUBJECT: BID NO. F2023207 - ANNUAL CONTRACT FOR SERVICE AWARDS
AND RETIREMENT WATCHES - HUMAN RESOURCES - VARIOUS
VENDORS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2023207, Annual Contract for Service Awards and Retirement Watches, for Human Resources, to the following vendors at the per unit price:

Section 1

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| Primary | Beyond Recognition LLC |
| Secondary | J. Brandt Recognition, Ltd. |
| Alternate | MTM Recognition Corp. |

Section 2

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| Primary | MTM Recognition Corp. |
| Secondary | J. Brandt Recognition, Ltd. |
| Alternate | Beyond Recognition LLC |

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 twenty-nine (129) 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. Four (4) bids were received.

Bids were evaluated by Human Resources and Purchasing representatives. Award recommendations are to the low bids meeting specifications.

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

The purpose of this bid is for the County to provide service awards to employees for years of service worked and retirement watches at the time of retirement.

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| SUBMITTED BY: | Purchasing | PREPARED BY: APPROVED BY: | Julie Nichols Chris Lax, CPSM, CPSD, CPCP |
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Therefore, it is the joint recommendation of Human Resources and Purchasing that Bid No. F2023207, Annual Contract for Service Awards and Retirement Watches, be awarded to the vendors listed above at the per unit price.

FISCAL IMPACT

Expenses for last year were approximately \$43,344.00. The County's future cost will be determined by the orders placed on an as-needed basis. Funding is available in account 579076/10000-2024/1820100000.