



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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34

DATE: 04/16/2019

SUBJECT: **RFP NO. 2018-142 - GUARD TOUR SYSTEM - SHERIFF'S OFFICE -  
TIMEKEEPING SYSTEMS, INC. - \$309,398.59**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that Commissioners Court award RFP No. 2018-142, Guard Tour System, for the Sheriff's Office, to TimeKeeping Systems, Inc. for \$309,398.59 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. One thousand six hundred eight (1,608) vendors were contacted and requested to participate in this 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 August 22, 2018 was attended by five (5) vendors as well as representatives from the Sheriff's Office and Purchasing. Three (3) proposals and two (2) no-bids were received.

Proposals were evaluated the Sheriff's Office and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP specifications. TimeKeeping Systems, Inc. and Dynamic Imaging Systems, Inc. were invited for presentations and a Best and Final Offer (BAFO) was requested from each. The proposal received from TimeKeeping Systems, Inc. meets all specifications and is acceptable to the Sheriff's Office.

The term of the contract is twelve (12) months, effective April 16, 2019, with three (3) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of the Sheriff's Office and Purchasing that RFP No. 2018-142, Guard Tour System, be awarded to TimeKeeping Systems, Inc. for \$309,398.59.

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

SUBMITTED BY: Purchasing

PREPARED BY: Chris Lax, CPSM

APPROVED BY:



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## **FISCAL IMPACT:**

Funding in the amount of \$177,818.59 is available in account 545051/S8700-2019/2120910000 for hardware, setup, installation, implementation, and the license and maintenance for year one. Ongoing licenses and maintenance for years 2-4 will be requested in subsequent fiscal years in the amount of \$43,860.00 per year. Additionally, hardware units will be requested as needed at the per contract price.