



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 09/05/2017

SUBJECT: **BID NO. 2017-145 - ANNUAL CONTRACT FOR TEMPORARY CLERICAL PERSONNEL - COUNTYWIDE - VARIOUS VENDORS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2017-145, Annual Contract for Temporary Clerical Personnel, Countywide, to the following vendors at the per unit price:

Primary	BaronHR, LLC
Secondary	Davenport Consulting Group, LLC, d/b/a DCG Staffing Solutions
Alternate 1	Abacus Corporation
Alternate 2	SearchPros Staffing

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. Two hundred seventy-eight (278) 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. Eleven (11) bids were received.

Award recommendations are to the low bids meeting specifications. The bid received from Apex Validation and Consulting, LLC was deemed non-responsive for failure to provide three (3) different references as required.

The term of the contract is twelve (12) months, effective October 1, 2017, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the recommendation of Purchasing that Bid No. 2017-145, Annual Contract for Temporary Clerical Personnel, be awarded to the vendors listed above at the per unit price.

FISCAL IMPACT:

Estimated annual expenditures are approximately \$60,000.00. Services are provided on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	Gwen Peterson, C.P.M.,A.P.P.
		APPROVED BY:	