



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 09/24/2019

SUBJECT: **BID NO. 2019-241 - ANNUAL CONTRACT FOR FLOOR MAT AND SHOP TOWEL SERVICES - COUNTYWIDE - VARIOUS VENDORS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2019-241, Annual Contract for Floor Mat and Shop Towel Services, Countywide, to the following vendors at the per unit price:

Primary	UniFirst Holdings, Inc.
Secondary	Alsco Linen and Uniform Services

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. Seventy-two (72) 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. A pre-bid conference held on August 19, 2019 was attended by three (3) vendors as well as representatives from Facilities Management and Purchasing. Two (2) bids were received.

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

The term of the contract is twelve (12) months, effective October 1, 2019, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2019-241, Annual Contract for Floor Mat and Shop Towel Services, be awarded to the vendors listed above at the per unit price.

FISCAL IMPACT:

Annual expenditures are estimated to be approximately \$36,000.00. Services are provided on an as-needed basis.

SUBMITTED BY: Purchasing

PREPARED BY: Gwen Peterson, C.P.M., A.P.P.

APPROVED BY: