



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF

4

DATE: 08/22/2017

SUBJECT: **BID NO. 2017-155 - ANNUAL CONTRACT FOR CATEGORY A  
INFECTIOUS SUBSTANCE COURIER - PUBLIC HEALTH - USA COURIERS  
- PER UNIT PRICE**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award Bid No. 2017-155, Annual Contract for Category A Infectious Substance Courier, for Public Health, to USA Couriers at the per unit price.

**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. Three hundred twenty-five (325) 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. One (1) bid was received.

The Bid was evaluated by Public Health and Purchasing representatives. Award recommendation is to the low bid meeting specifications. The bid received from USA Couriers Inc. meets all specifications and is acceptable to the Public Health.

The term of the contract is twelve (12) months, effective August 22, 2017, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Public Health and Purchasing that Bid No. 2017-155, Annual Contract for Category A Infectious Substance Courier, be awarded to USA Couriers at the per unit price.

**FISCAL IMPACT:**

The costs associated with this action are unknown at this time. This action simply sets the price.

SUBMITTED BY: Purchasing

PREPARED BY: Elaine Johnson

APPROVED BY: