



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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DATE: 03/29/2016

SUBJECT: **BID NO. 2016-047 - ANNUAL CONTRACT FOR VENDING SERVICES - FACILITIES MANAGEMENT - VARIOUS VENDORS - RATE OF 1-56% COMMISSION**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award Bid No. 2016-047, Annual Contract for Vending Services, for Facilities Management, to the following vendors at a rate of one to fifty-six percent (1-56%) commission to be paid to Tarrant County:

Primary	Canteen Vending Services
Secondary	SPG Vending Solutions
Alternate	Accent Foods 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. Fifty-six (56) 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 December 17, 2015 was attended by three (3) vendors as well as representatives from Facilities Management and Purchasing. Four (4) bids were received.

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

The term of the contract is twenty-four (24) months, effective March 29, 2016, with three (3) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2016-047, Annual Contract for Vending Services, be awarded to the vendors listed at a rate of one to fifty-six percent (1-56%) commission to be paid to Tarrant County.

**FISCAL IMPACT:**

This constitutes revenue to Tarrant County. Commission earned last year was approximately \$80,998.40.

SUBMITTED BY: Purchasing

PREPARED BY: Debra Feaster

APPROVED BY: