



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 04/28/2020

SUBJECT: **RFP NO. 2020-075 - ANNUAL CONTRACT FOR AUDIO VISUAL SYSTEMS MAINTENANCE AND REPAIR - INFORMATION TECHNOLOGY- VARIOUS VENDORS - PER CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award RFP No. 2020-075, Annual Contract for Audio Visual Systems Maintenance and Repairs, for Information Technology, to the following vendors at the per contract terms:

Primary	Digital Resources, Inc.
Secondary	Network Cabling Services, Inc.

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 ninety-six (296) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this proposal were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on February 7, 2020 was attended by five (5) vendors as well as representatives from Information Technology and Purchasing. Two (2) proposals were received.

Proposals were evaluated by Information Technology and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The term of the contract is twelve (12) months, effective May 2, 2020, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Information Technology and Purchasing that RFP No. 2020-075, Annual Contract for Audio Visual Systems Maintenance and Repair be awarded to the vendors listed above at the per contract terms.

FISCAL IMPACT:

Expenses for last year were approximately \$376,347.00. Services are provided on an as-needed basis.

SUBMITTED BY: Purchasing

PREPARED BY: Eva Ferguson, CSCP

APPROVED BY: