



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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DATE: 06/02/2020

SUBJECT: **BID NO. 2020-119 - ANNUAL CONTRACT FOR LOCKSMITH SERVICES AND SUPPLIES - COUNTYWIDE - VARIOUS VENDORS - PER HOURLY RATE, PER UNIT PRICE, AND PERCENTAGE MARKUP ON PARTS**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award Bid No. 2020-119, Annual Contract for Locksmith Services and Supplies, Countywide, to the following vendors at the per hourly rate, per unit price, and percentage markup on parts:

Primary      Lock Tight Security, Inc.  
Secondary    Michael's Keys, 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. Twenty-six (26) 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. Two (2) bids were received.

Award recommendations are to the overall low bids meeting specifications.

The term of the contract is twelve (12) months, effective July 11, 2020, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the recommendation of Purchasing that Bid No. 2020-119, Annual Contract for Locksmith Services and Supplies, be awarded to the vendors listed above at the per hourly rate, per unit price, and percentage markup on parts.

**FISCAL IMPACT:**

Expenses for last year were approximately \$33,934.39. Orders are placed on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	Dallas Arter
		APPROVED BY:	