



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF

4

DATE: 05/21/2019

SUBJECT: **RFP NO. 2019-143 - HISTORICAL PRESERVATION PLAN - HISTORIC PRESERVATION AND ARCHIVES - HHM & ASSOCIATES, INC. - \$79,000.00**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that Commissioners Court award RFP No. 2019-143, Historical Preservation Plan, for Historic Preservation and Archives, to HHM & Associates, Inc. for \$79,000.00.

BACKGROUND:

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, 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. Four hundred two (402) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on April 3, 2019 was attended by three (3) firms as well as representatives from Historic Preservation and Archives and Purchasing. Two (2) proposals and one (1) no bid were received.

Proposals were evaluated by Historic Preservation and Archives and Purchasing representatives. The evaluation was based upon the criteria and processes set forth in the RFP. The proposal received from HHM & Associates, Inc. meets all specifications and is acceptable to Historic Preservation and Archives.

The term of the contract is effective from May 21, 2019 through September 30, 2020.

Therefore, it is the joint recommendation of Historic Preservation and Archives and Purchasing that RFP No. 2019-143, Historical Preservation Plan, be awarded to HHM & Associates, Inc. for \$79,000.00.

FISCAL IMPACT:

Funding in the amount of \$79,000.00 is available in account 569011/M0089-2020/5910100000/Grant-2004.

SUBMITTED BY: Purchasing

PREPARED BY: Dianna Lee, C.P.M.

APPROVED BY: