



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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56

DATE: 11/9/2021

SUBJECT: **BID NO. 2021-153 - ANNUAL CONTRACT FOR DISPOSABLE PAPER AND PLASTIC PRODUCTS - COUNTYWIDE - VARIOUS VENDORS - PER UNIT PRICE AND DISCOUNT FOR ITEMS NOT LISTED**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2021-153, Annual Contract for Disposable Paper and Plastic Products, Countywide, to the following vendors at the per unit price and discount for items not listed:

Primary

Section 1	Pollock Investments, Inc., d/b/a Pollock Orora	6 of 8 Items
	Matera Paper Company, Inc., d/b/a	1 of 8 Items
	Ferguson Facilities Supply	
	Western BRW Paper Co.	1 of 8 Items
Section 2	Brady Industries of Texas LLC	3 of 8 Items
	Infinity Supply & Service, Inc.	2 of 8 Items
	Western BRW Paper Co.	2 of 8 Items
	Staples Contract & Commercial LLC	1 of 8 Items
Section 3	Infinity Supply & Service, Inc.	2 of 3 Items
	Pollock Investments, Inc., d/b/a Pollock Orora	1 of 3 Items
Section 4	Pollock Investments, Inc., d/b/a Pollock Orora	28 of 37 Items
	M.A.N.S Distributors, Inc.	3 of 37 Items
	Western BRW Paper Co.	3 of 37 Items
	Infinity Supply & Service, Inc.	1 of 37 Items
Section 5	Infinity Supply & Service, Inc.	3 of 9 Items
	Western BRW Paper Co.	2 of 9 Items
	Matera Paper Company, Inc., d/b/a	1 of 9 Items
	Ferguson Facilities Supply	
	Staples Contract & Commercial LLC	1 of 9 Items

SUBMITTED BY: Purchasing

PREPARED BY: Caleb Rojo

APPROVED BY:



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Secondary

Section 1	Empire Paper Company	4 of 8 Items
	Western BRW Paper Co.	2 of 8 Items
	Infinity Supply & Service, Inc.	1 of 8 Items
	Pollock Investments, Inc., d/b/a Pollock Orora	1 of 8 Items
Section 2	Western BRW Paper Co.	3 of 8 Items
	M.A.N.S Distributors, Inc.	2 of 8 Items
	Infinity Supply & Service, Inc.	1 of 8 Items
	Matera Paper Company, Inc., d/b/a	1 of 8 Items
	Ferguson Facilities Supply	
	Pollock Investments, Inc., d/b/a Pollock Orora	1 of 8 Items
Section 3	Infinity Supply & Service, Inc.	1 of 3 Items
	M.A.N.S Distributors, Inc.	1 of 3 Items
	Pollock Investments, Inc., d/b/a Pollock Orora	1 of 3 Items
Section 4	Empire Paper Company	7 of 37 Items
	Western BRW Paper Co.	7 of 37 Items
	Infinity Supply & Service, Inc.	6 of 37 Items
	M.A.N.S Distributors, Inc.	5 of 37 Items
	Diamond Light LLC, d/b/a Circle Terra	4 of 37 Items
	Brady Industries of Texas LLC	1 of 37 Items
	Matera Paper Company, Inc., d/b/a	1 of 37 Items
	Ferguson Facilities Supply	
	Pollock Investments, Inc., d/b/a Pollock Orora	1 of 37 Items
Section 5	Matera Paper Company, Inc., d/b/a	3 of 9 Items
	Ferguson Facilities Supply	
	Infinity Supply & Service, Inc.	1 of 9 Items

Alternate

Section 1	Staples Contract & Commercial LLC	3 of 8 Items
	Empire Paper Company	2 of 8 Items
	Brady Industries of Texas LLC	1 of 8 Items
	M.A.N.S Distributors, Inc.	1 of 8 Items
	Western BRW Paper Co.	1 of 8 Items
Section 2	Pollock Investments, Inc., d/b/a Pollock Orora	3 of 8 Items
	Empire Paper Company	2 of 8 Items
	Infinity Supply & Service, Inc.	2 of 8 Items
	Brady Industries of Texas LLC	1 of 8 Items



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Section 3	Empire Paper Company	1 of 3 Items
	Pollock Investments, Inc., d/b/a Pollock Orora	1 of 3 Items
	Western BRW Paper Co.	1 of 3 Items
Section 4	M.A.N.S Distributors, Inc.	7 of 37 Items
	Western BRW Paper Co.	6 of 37 Items
	Empire Paper Company	4 of 37 Items
	Infinity Supply & Service, Inc.	3 of 37 Items
	Pollock Investments, Inc., d/b/a Pollock Orora	3 of 37 Items
	Brady Industries of Texas LLC	1 of 37 Items
Section 5	Western BRW Paper Co.	4 of 9 Items

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 twenty-six (426) 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 August 27, 2021 was attended by ten (10) vendors as well as representatives from Purchasing. Fifteen (15) bids and two (2) no-bids were received.

Bids were evaluated by Purchasing representatives. Award recommendations are to the low bids meeting specifications.

Bids received from Carter-Health Disposables, LLC, Dispose N' Save, Emami Enterprises Inc., The Home Depot Pro, and Unipak Corp. were deemed non-responsive because vendors did not submit the required signed Addendum. The bid received from Pyramid School Products was deemed non-responsive due to minimum order requirements being too restrictive. Additionally, several vendors did not meet specifications for individual line items and several items bid did not meet bid specifications. There is a separate spreadsheet that outlines the reason for each.

There are no awards for Section 4, items 2 and 3 because only no-bids were received for these items. There are no awards for Section 5, items 8 and 9 because specifications need to be revised.

There are no secondary or alternate awards for Section 4, items 1 and 29 and Section 5, item 7 because only one (1) bid was received for these items; and Section 5, items 3 and 4 because only one (1) bid meeting specifications was received for these items. There are no secondary or alternate awards for Section 4, item 14 because only one (1) bid meeting specifications was received for these items. There are no alternate awards for Section 4, items 8, 13, 22, 25, 27, 28, 35, and 36 because only two (2) bids were received for these items.

The term of the contract is twelve (12) months, effective November 24, 2021.



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Therefore, it is the recommendation of Purchasing that Bid No. 2021-153, Annual Contract for Disposable Paper and Plastic Products, be awarded to the vendors listed above at the per unit price and discount for Items not listed.

FISCAL IMPACT:

Expenses for last year were approximately \$292,893.00. Orders are placed on an as-needed basis.