



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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15

DATE: 09/24/2019

SUBJECT: **BID NO. 2019-233 - ANNUAL CONTRACT FOR AIR FILTERS AND FILTER REPLACEMENT SERVICES - COUNTYWIDE - VARIOUS VENDORS - PER UNIT PRICE AND DISCOUNT FROM LIST PRICE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2019-233, Annual Contract for Air Filters and Filter Replacement Services, Countywide, to the following vendors at the per unit price and discount from list price:

Primary	Allison Enterprises, Inc., d/b/a Kleen-Air Filter Service & Sales
Secondary	Air Relief Technologies, Inc., d/b/a Tex-Air Filters
Alternate	CEC Facilities Group, LLC

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 forty-two (242) 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. Six (6) bids were received.

Bids were evaluated by Facilities Management and Purchasing representatives. Award recommendations are to the low bids meeting specifications. The bids received from Filter Systems and Assured Mechanical Solutions, LLC were deemed non-responsive for failure to sign Addendum 1 as required. The bid received from Concord Commercial Service, Inc. was deemed non-responsive for failure to include filter sample as required.

The term of the contract is twelve (12) months, effective October 14, 2019, with two (2) options for renewal periods of twelve (12) months each.

SUBMITTED BY: Purchasing

PREPARED BY: James L. Bocks, CPPB

APPROVED BY:



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Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2019-233, Annual Contract for Air Filters and Filter Replacement Services, be awarded to the vendors listed above at the per unit price and discount from list price.

FISCAL IMPACT:

Expenses for last year were approximately \$123,446.05. Orders are placed on an as-needed basis.