



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 08/15/2017

SUBJECT: **BID NO. 2017-147 - ANNUAL CONTRACT FOR RENTAL OF BOBTAIL TRUCKS - ELECTIONS ADMINISTRATION - CAPPS VAN AND TRUCK RENTAL - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2017-147, Annual Contract for Rental of Bobtail Trucks, Countywide, to the following vendor at the per unit price:

Capps Van and Truck Rental Sections 3 and 4

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. Eighty-four (84) 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 July 14, 2017, was attended by representatives from Elections Administration and Purchasing. No vendors attended. One (1) bid was received.

Award recommendation is to the low bid per item meeting specifications. The bid received from Capps Van and Truck Rental meets all specifications and is acceptable to Elections Administration. There were no bids received for Section 1 and Section 2.

The term of the contract is twelve (12) months, effective September 6, 2017, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Elections Administration and Purchasing that Bid No. 2017-147, Annual Contract for Rental of Bobtail Trucks, be awarded to Capps Van and Truck Rental at the per unit price.

FISCAL IMPACT:

Expenses for last year were approximately \$126,000.00. Orders are placed on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	Rita C. Pauley, CPO
		APPROVED BY:	