



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 09/06/2016

SUBJECT: **BID NO. 2016-177 - ANNUAL CONTRACT FOR AIR FILTERS AND FILTER REPLACEMENT SERVICES - FACILITIES MANAGEMENT - VARIOUS VENDORS - PER UNIT PRICE AND SERVICE CALL RATE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2016-177, Annual Contract for Air Filters and Filter Replacement Services, for Facilities Management, to the following vendors at the per unit price and service call rate:

Primary	Air Relief Technologies, Inc., d/b/a Tex-Air Filters
Secondary	Filter Systems
Alternate	Joe W. Fly Co., 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. Two hundred fourteen (214) 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 20, 2016 was attended by eight (8) vendors as well as representatives from Facilities Management and Purchasing. Five (5) bids and one (1) no-bid were received.

Bids were evaluated by Facilities Management and Purchasing representatives. Award recommendations are to the low bids meeting specifications. Bid received from EVCO Partners d/b/a Burgoon Company is deemed non-responsive for failure to sign Addendum #1 or provide a filter sample as required.

The term of the contract is twelve (12) months, effective October 15, 2016, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2016-177, Annual Contract for Air Filters and Filter Replacement Services, be awarded to the vendors listed above at the per unit price and service call rate.

FISCAL IMPACT:

Expenditures for last year were approximately \$197,879.62. Orders are placed on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	James L. Bocks, CPPB
		APPROVED BY:	