



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 06/05/2018

SUBJECT: **BID NO. 2018-102 - ANNUAL CONTRACT FOR PRISONER TRANSPORT VAN CONVERSION - TRANSPORTATION SERVICES - UNIQUE CONCEPTS - PER UNIT PRICE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2018-102, Annual Contract for Prisoner Transport Van Conversion, for Transportation Services, to Unique Concepts at the per unit price.

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. Fifty-seven (57) 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 mandatory pre-bid conference held on April 26, 2018 was attended by two (2) vendors as well as representatives from Transportation Services and Purchasing. One (1) bid was received.

The low bid received from Unique Concepts meets all specifications and is acceptable to Transportation Services.

The term of the contract is twelve (12) months, effective June 5, 2018, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Transportation Services and Purchasing that Bid No. 2018-102, Annual Contract for Prisoner Transport Van Conversion, be awarded to Unique Concepts at the per unit price.

FISCAL IMPACT:

Expenditures for last year were approximately \$15,600.00. Orders are placed on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	Brandie Bingham, CPPB
		APPROVED BY:	