



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF

7

DATE: 03/09/2021

SUBJECT: **BID NO. 2021-049 - ANNUAL CONTRACT FOR VENDING SERVICES - FACILITIES MANAGEMENT - VARIOUS VENDORS - PER UNIT PRICE AND COMMISSION RATE**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award Bid No. 2021-049, Annual Contract for Vending Services, for Facilities Management, to the following vendors at the per unit price and commission rate:

Primary	Supreme Food Services, Inc., d/b/a Vend Pro Refreshments
Secondary	Refreshing Texas, LLC
Alternate	Compass Group USA, Inc. by and through Canteen

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. Seventy (70) 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 December 28, 2020 was attended by four (4) vendors as well as representatives from Facilities Management and Purchasing. Four (4) bids were received.

Bids were evaluated by Facilities Management and Purchasing representatives. Award recommendation is to the low bids meeting specifications.

The term of the contract is twenty-four (24) months, effective March 29, 2021, with three (3) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2021-049, Annual Contract for Vending Services, be awarded to the vendors listed above at the per unit price and commission rate.

FISCAL IMPACT:

This action constitutes revenue for Tarrant County. Commission earned last year was approximately \$99,500.00.

SUBMITTED BY:	Purchasing	PREPARED BY:	Dianna Lee, C.P.M.
		APPROVED BY:	