



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF 10

DATE: 10/01/2019

SUBJECT: **RFP NO. 2019-236 - ANNUAL CONTRACT FOR FORENSIC ACCIDENT RECONSTRUCTION, CONSULTATION, EXPERT WITNESS, AND SUPPORT SERVICES - CRIMINAL DISTRICT ATTORNEY'S OFFICE - PEGGY LOVETT D/B/A CRASH DYNAMICS - PER CONTRACT TERMS**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award RFP No. 2019-236, Annual Contract for Forensic Accident Reconstruction, Consultation, Expert Witness, and Support Services, for the Criminal District Attorney's Office, to Peggy Lovett d/b/a Crash Dynamics at the per contract terms and approve contract.

**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. Nine hundred forty-eight (948) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. One (1) proposal was received.

The proposal was evaluated by the Criminal District Attorney's Office and Purchasing representatives. Evaluation was based upon the criteria and processes set forth in the RFP. The proposal received from Peggy Lovett d/b/a Crash Dynamics meets all specifications and is acceptable to the Criminal District Attorney's Office.

The term of the contract is twelve (12) months, effective October 1, 2019, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of the Criminal District Attorney's Office and Purchasing that RFP No. 2019-236, Annual Contract for Forensic Accident Reconstruction, Consultation, Expert Witness, and Support Services, be awarded to Peggy Lovett d/b/a Crash Dynamics.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Gwen Peterson, C.P.M.,A.P.P.
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The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed this contract as to form.

**FISCAL IMPACT:**

Expenses for last year were approximately \$62,000.00, including a non-refundable retainer. A \$30,000.00 (\$2,500.00 per month) non-refundable retainer is required for this contract. Other services are provided on an as-needed basis.