



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF

11

DATE:

08/03/2021

SUBJECT: **RFP NO. 2021-123 - COVID-19 NEEDS AND RESOURCES ASSESSMENT AND RELATED SUPPORT - COUNTY ADMINISTRATOR'S OFFICE - INNOVATIVE EMERGENCY MANAGEMENT, INC. - PER CONTRACT TERMS**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award RFP No. 2021-123, Covid-19 Needs and Resources Assessment and Related Support, the County Administrator's Office, to Innovative Emergency Management, Inc. 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. One thousand one hundred two (1,102) 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. A pre-proposal conference held on June 18, 2021 was attended by eleven (11) vendors as well as representatives from the County Administrator's Office and Purchasing. Four (4) proposals were received.

Proposals were evaluated by the County Administrator's Office, Auditor's Office, Budget and Risk Management, Community Development, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The response received from Guidehouse, Inc. was deemed non-responsive because it did not constitute an offer due to a Deficiencies and Deviations statement that the response could not be used to award a unilateral agreement. The proposal received from Innovative Emergency Management, Inc. meets all specifications and is acceptable to the County Administrator's Office.

Therefore, it is the joint recommendation of the Evaluation Committee and Purchasing that RFP No. 2021-123, Covid-19 Needs and Resources Assessment and Related Support, be awarded to Innovative Emergency Management, Inc., at the per contract terms.

SUBMITTED BY: Purchasing

PREPARED BY: Chris Lax, CPSM

APPROVED BY:



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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 are estimated to be approximately \$192,186.42 and is available in account CARPA-2021. Services and orders are provided on an as-needed basis at the hourly rate per labor category.