



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 02/06/2018

SUBJECT: **RFP NO. 2017-150 – PUBLISHING TOOL FOR COMPREHENSIVE ANNUAL FINANCIAL REPORT - COUNTY AUDITOR – IGM TECHNOLOGY CORPORATION - \$82,582.00**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award RFP No. 2017-150, Publishing Tool for Comprehensive Annual Financial Report (CAFR), for County Auditor, to IGM Technology Corporation for \$82,582.00 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 (1,000) 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. Three (3) proposals were received.

Proposals were evaluated by County Auditor, Information Technology, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The three (3) firms were invited to provide presentations to the evaluation committee on November 29, 2017. The committee re-scored those firms based on the criteria and processes set forth in the RFP specifications. The proposal received from IGM Technology Corporation meets all specifications and is acceptable to Information Technology.

The term of the contract is effective February 6, 2018 through September 30, 2019, with three (3) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of County Auditor, Information Technology, and Purchasing that RFP No. 2017-150, Publishing Tool for Comprehensive Annual Financial Report (CAFR), be awarded to IGM Technology Corporation for \$82,582.00.

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:

Total expenses for this contract will be \$82,582.00. Original term expenses of \$23,000.00 are available in account 578025/10000-2018/1210100000.

Funding for yearly renewals in the following amounts will be requested in subsequent fiscal years:

FY 2019-\$18,900.00

FY 2020-\$19,845.00

FY 2021-\$20,837.00