



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

PAGE 1 OF

4

DATE: 07/11/2017

SUBJECT: **BID NO. 2017-128 - ANNUAL CONTRACT FOR LOCKSMITH SERVICES AND SUPPLIES - FACILITIES MANAGEMENT - LOCK TIGHT SECURITY, INC. - PER HOURLY RATE PLUS PERCENTAGE MARKUP ON PARTS**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award Bid No. 2017-128, Annual Contract for Locksmith Services and Supplies, for Facilities Management, to Lock Tight Security, Inc. at the per hourly rate plus percentage markup on parts.

**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. Twenty (20) 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 June 7, 2017 was attended by representatives from Facilities Maintenance and Purchasing. No vendors attended. One (1) bid was received.

The bid received from Lock Tight Security, Inc. meets all specifications and is acceptable to Facilities Management.

The term of the contract is twelve (12) months, effective July 11, 2017, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2017-128, Annual Contract for Locksmith Services and Supplies, be awarded to Lock Tight Security, Inc. at the per hourly rate plus percentage markup on parts.

**FISCAL IMPACT:**

Expenses for last year were approximately \$33,262.83. Orders are placed on an as-needed basis.

SUBMITTED BY:	Purchasing	PREPARED BY:	Dallas Arter
		APPROVED BY:	