



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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DATE: 03/26/2019

SUBJECT: **BID NO. 2019-113 - ANNUAL CONTRACT FOR CARPET, TILE, AND MISCELLANEOUS FLOORING MATERIALS AND SERVICES - FACILITIES MANAGEMENT - VARIOUS VENDORS - PER UNIT PRICE AND DISCOUNT FROM LIST PRICE**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award Bid No. 2019-113, Annual Contract for Carpet, Tile and Miscellaneous Flooring Materials and Services, for Facilities Management, to the following vendors at the per unit price and discount from list price:

Primary	Gomez Floor Covering, Inc.
Secondary	Lookup Properties, Inc.

**BACKGROUND:**

Notice of the County’s intent to bid was advertised in local newspapers, as required by State statute, 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 hundred sixty-nine (169) 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 February 28, 2019 was attended by three (3) vendors as well as representatives from Facilities Management and Purchasing. Three (3) bids were received.

Bids were evaluated by Facilities Management and Purchasing representatives. Award recommendations are to the low bids meeting specifications. Concord Commercial Sales, Inc. was deemed non-responsive for failure to bid all items as required.

The term of the contract is twelve (12) months, effective April 5, 2019, 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. 2019-113, Annual Contract for Carpet, Tile and Miscellaneous Flooring Materials and Services, be awarded to the vendors listed above at the per unit price and discount from list price.

**FISCAL IMPACT:**

Expenses for last year were approximately \$143,459.00. Orders are placed on an as-needed basis.

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