



TARRANT COUNTY
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.
ACTING PURCHASING AGENT

March 23, 2021

Gregory Cannon
Chief Legal Officer
CSG Systems, Inc.
15404 Long Vista Drive
Austin, Texas 78728

Re: RFP No. 2018-099 – Printing and Processing of Tax Statements

Dear Gregory Cannon:

Referenced bid was for twelve (12) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of June 15, 2018 through June 14, 2019. The effective dates for the third renewal option will run from June 15, 2021 through June 14, 2022.

Tarrant County Purchasing Department hereby extends an invitation to CSG Systems, Inc. to accept the third option for an additional one (1) year period as the primary vendor for this bid as awarded on June 15, 2018. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through June 14, 2022.

☒ Yes, CSG Systems, Inc. will accept the offer to extend the same contract pricing and discounts through June 14, 2022. **Please include a current 1295 Form with your response.**

☐ No, CSG Systems, Inc. will NOT accept the offer to extend the same contract pricing and discounts through June 14, 2022.

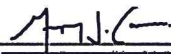
Are any other governmental entities currently utilizing this contract? ☐ Yes ☒ No

If yes, please return a listing of the participating entities with this letter.

Please email your signed response to Crojo@tarrantcounty.com.

Sincerely,


Caleb Rojo, Senior Buyer
Tarrant County
817-884-1150


Gregory Cannon, Chief Legal Officer
CSG Systems, Inc.

Mar 26, 2021
Date



TARRANT COUNTY
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.
ACTING PURCHASING AGENT

March 18, 2021

Jim Cote
President
The Master's Touch, LLC
1405 N Ash Street
Spokane, Washington 99201

Re: RFP No. 2018-099 – Printing and Processing of Tax Statements

Dear Jim Cote:

Referenced bid was for twelve (12) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of June 15, 2018 through June 14, 2019. The effective dates for the third renewal option will run from June 15, 2021 through June 14, 2022.

Tarrant County Purchasing Department hereby extends an invitation to The Master's Touch, LLC to accept the third option for an additional one (1) year period as the secondary vendor for this bid as awarded on June 15, 2018. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through June 14, 2022.

☒ Yes, The Master's Touch, LLC will accept the offer to extend the same contract pricing and discounts through June 14, 2022. **Please include a current 1295 Form with your response.**

☐ No, The Master's Touch, LLC will NOT accept the offer to extend the same contract pricing and discounts through June 14, 2022.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☐ No

If yes, please return a listing of the participating entities with this letter.

Please email your signed response to Crojo@tarrantcounty.com.

Sincerely,

A handwritten signature in cursive script that reads "Caleb Rojo".
Caleb Rojo, Senior Buyer
Tarrant County
817-884-1150

A handwritten signature in cursive script that reads "Jim Cote".
Jim Cote, President
The Master's Touch, LLC

3/27/2021
Date



TARRANT COUNTY
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.
ACTING PURCHASING AGENT

March 18, 2021

Shelley D. Hyde
Partner
PrintMPro, Ltd., dba Print Mail Pro
2621 Lone Star Drive
Dallas, Texas 75212

Re: RFP No. 2018-099 – Printing and Processing of Tax Statements

Dear Shelley Hyde:

Referenced bid was for twelve (12) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of June 15, 2018 through June 14, 2019. The effective dates for the third renewal option will run from June 15, 2021 through June 14, 2022.

Tarrant County Purchasing Department hereby extends an invitation to PrintMPro, LTD., dba Print Mail Pro to accept the third option for an additional one (1) year period as the alternate vendor for this bid as awarded on June 15, 2018. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through June 14, 2022.

☐ Yes, PrintMPro, LTD., dba Print Mail Pro will accept the offer to extend the same contract pricing and discounts through June 14, 2022. **Please include a current 1295 Form with your response.**

☒ No, PrintMPro, LTD., dba Print Mail Pro will NOT accept the offer to extend the same contract pricing and discounts through June 14, 2022.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☐ No

If yes, please return a listing of the participating entities with this letter.

Please email your signed response to Crojo@tarrantcounty.com.

Sincerely,

Caleb Rojo
Caleb Rojo, Senior Buyer
Tarrant County
817-884-1150

Shelley Hyde
Shelley Hyde, Partner
PrintMPro, LTD., dba Print Mail Pro

March 25, 2021
Date

Memorandum

To: Jeffrey Hodges

Dept: Tax Assessor/Collector Office

From: Caleb Rojo, Sr. Buyer, Purchasing Department

Date: 3/9/2021

Re: Renewal of 2018-099, Printing and Processing of Tax Statements

The above referenced contract will expire on June 14, 2021. This contract included three (3) options to renew with the vendor for additional twelve (12) month terms. The third renewal term would commence June 15, 2021 and would expire June 14, 2022.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email this form back to me Crojo@tarrantcounty.com by March 12, 2021:

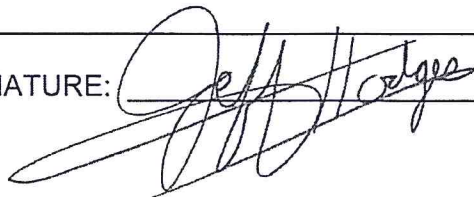
Primary: CSG Systems, Inc.
Secondary: The Master's Touch
Alternate: Print M Pro

☒ Yes, I wish to continue the current contract with the above mentioned vendor for the third renewal term of the contract.

Funds to support this contract will be provided by the following accounts:

☐ No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

SIGNATURE: _____



DATE: 3/10/2021

RFP 2018-099 ANNUAL CONTRACT FOR PRINTING AND PROCESSING TAX STATEMENTS

Evaluation Criteria	Max. Points	CSG Systems, Inc. Austin, TX HUB - No Primary Vendor	FuseMind, Inc. Dallas, TX HUB - Yes	PrintMPro Dallas, TX HUB - Yes Alternate Vendor	Source Link Greenville, SC HUB - No	The Master's Touch LLC Spokane, WA HUB - No Secondary Vendor
Vendor Qualifications & Experience	20	18.00	9.00	18.00	11.00	20.00
Project Approach & Management	30	28.50	12.00	19.50	18.00	30.00
References	10	6.67	6.67	10.00	6.67	6.67
Samples of Work	10	8.00	5.00	8.00	5.00	10.00
Cost	30	30.00	12.65	23.57	25.04	24.04
Total Score	100	91.17	45.32	79.07	65.70	90.71

AWARD RECOMMENDATION:
 PRIMARY - CSG Systems, Inc.
 SECONDARY - The Master's Touch, LLC
 ALTERNATE - PrintMPro



TAKINGS IMPACT ASSESSMENT CHECKLIST

Complete this form for any County action that involves the adoption of a regulation, policy, guideline, court resolution or order.

Project/Regulation Name: RFP No. 2018-099 – Annual Contract for Printing and Processing of Tax Statements

County Department: PURCHASING

Contact Person: MELISSA LEE, C.P.M., A.P.P.

Phone Number for Contact Person: (817) 884-3245

Type of TIA Performed: SHORT TIA or FULL TIA. Circle one after answering the questions in Sections II and III below.

I. Stated Purpose

Attach to this checklist an explanation of the purpose of the regulation, policy, guideline, court resolution or order.

Note: The remainder of this Takings Impact Assessment Checklist should be completed in consultation with the Criminal District Attorney's Office.

II. Potential Effect on Private Real Property

1. Does the County action require a physical invasion, occupation or dedication of real property?
Yes _____ No ✓
2. Does the County action limit or restrict a real property right, even partially or temporarily?
Yes _____ No ✓

If you answered yes to either question, go to Section III. If you answered no to both, STOP HERE and circle SHORT TIA at the top of the form.
