



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 144979

PAGE 1 OF 6

DATE: 4/2/2025

SUBJECT: RFP NO. F2024047 - ANNUAL CONTRACT FOR MEAL MANAGEMENT SOFTWARE - JUVENILE SERVICES - PCS REVENUE CONTROL SYSTEMS, INC. - EXERCISE FIRST OPTION FOR RENEWAL - SAME CONTRACT TERMS

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners approve renewal of RFP No. F2024047, Annual Contract for Meal Management Software, to PCS Revenue Control Systems, Inc., for the first optional twelve (12) month period at the same contract terms.

BACKGROUND

On June 4, 2024, the Commissioners Court, through Court Order #143249, awarded RFP No. F2024047, Annual Contract for Meal Management Software, for Juvenile Services, to PCS Revenue Control Systems, Inc.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

The purpose of this contract is for an automated meal management program system that enables accurate forecasting of meal production, efficiency, tracks inventory and commodities, and facilitates state reporting. This software enhances the care and service provided to children in the Juvenile Detention Center and the JJAEP Lena Pope Facility.

The vendor notified Purchasing in writing that they will extend the same contract terms through June 3, 2026. Juvenile Services notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Juvenile Services and Purchasing that the Commissioners Court approve renewal of RFP No. F2024047, Annual Contract for Meal Management Software, for another twelve (12) month period.

FISCAL IMPACT

Expenses for last year were approximately \$20,542.25. Annual maintenance fees of \$2,900.00 are available in account 10000-2025 General Fund/2610110000 Juvenile Services/578025 Software Maintenance and Licenses.

SUBMITTED BY	Purchasing	PREPARED BY:	Caleb Rojo
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



TARRANT COUNTY PURCHASING DEPARTMENT

100 E. Weatherford St. #303 • Fort Worth, TX 76196 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.
Purchasing Agent

Chris Lax, MS.SCM, CPSM, CPSD, CPCP
Assistant Purchasing Agent

February 11, 2025

Linda Garza
Account Executive
PCS Revenue Control Systems, Inc.
560 Sylvan Ave
Englewood Cliffs, NJ 07632

Re: RFP No. F2024047 – Annual Contract for Meal Management Software

Dear Ms. Garza:

Referenced bid was for twelve (12) months with two (2) options to renew for an additional twelve (12) months each. The original contract was for the period of June 4, 2024, through June 3, 2025. The effective dates for the first renewal option will run from June 4, 2025, through June 3, 2026.

Tarrant County Purchasing Department hereby extends an invitation to PCS Revenue Control Systems, Inc. to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on June 4, 2024. PCS Revenue Control Systems, Inc. acknowledges formal renewal of the option and any contract is contingent upon review and approval by the Tarrant County Commissioners Court at a later date. 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 3, 2026.

Yes, PCS Revenue Control Systems, Inc. will accept the offer to extend the same contract terms through June 3, 2026. Please include a current 1295 Form with your response.

No, PCS Revenue Control Systems, Inc. will NOT accept the offer to extend the same contract terms through June 3, 2026.

Please email or fax your signed response.

Sincerely,

Caleb Rojo

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

Digitally signed
by Linda Garza
DN: cn=Linda
Garza, o=PCS, ou=
ent@linda@pcs
sics.com, c=US
Date: 2025.02.11
13:26:47 -0500

Linda Garza, Account Executive
PCS Revenue Control Systems, Inc.

02/11/2025

Date

Memorandum

To: Riley Shaw

Dept: Juvenile Services

From: Caleb Rojo, Sr. Buyer, Purchasing Department

Date: 1/29/25

Re: Renewal of RFP F2024047, Annual Contract for Meal Management Software

The above referenced contract will expire on June 3, 2025. This contract included two (2) options to renew with the vendor for additional twelve (12) month terms. The first renewal term would commence June 4, 2025 and would expire June 3, 2026.

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 or fax this form back to me at CRojo@tarrantcountytx.gov.

PCS Revenue Control Systems, Inc.

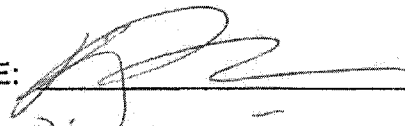
Yes, I wish to continue the current contract with the above mentioned vendor for the first renewal term of the contract.

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

10000-2025/2610410000/569011

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

SIGNATURE: _____


Director, Tarrant
County Juvenile Service

DATE: 2-3-2025

RFP No. F2024047 Annual Contract for Meal Management Software
Initial Score

		Award
		PCS Revenue Control Systems, Inc. Englewood Cliffs, NJ HUB - No
Evaluation Criteria	Max Points	Score
Executive Summary	100	68.43
Proposed Solution	100	72.86
Project Management Approach & Implementation	100	64.57
Requirements/Specifications	400	284.57
Service Level Agreement	50	30.71
Total Score	750	521.14

RFP No. F2024047 Annual Contract for Meal Management Software
Post-Demonstration Score

Award

		PCS Revenue Control Systems, Inc. Englewood Cliffs, NJ HUB - No	
Evaluation Criteria	Max Points	Score	
Specifications	340	252.29	
Project Management	50	32.14	
References	60	56.00	
Price	350	350.00	
Demonstration	200	148.57	
Total Score	1000	839.00	



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. F2024047 - Annual Contract for Meal Management Software - Juvenile Services - PCS Revenue Control Systems, Inc. - Exercise First Option for Renewal - Same Contract Terms

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.
