



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 145171
PAGE 1 OF 7
DATE: 5/6/2025

SUBJECT: RFP NO. F2024093 - ANNUAL CONTRACT FOR PROCUREMENT CARD SERVICES - COUNTYWIDE - J.P. MORGAN CHASE BANK, N.A. - EXERCISE FIRST OPTION FOR RENEWAL - SAME CONTRACT TERMS

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2024093, Annual Contract for Procurement Card Services, to J.P. Morgan Chase Bank, N.A., for the first optional twelve (12) month period at the same contract terms.

BACKGROUND

On August 20, 2024, the Commissioners Court, through Court Order #143690, awarded RFP No. F2024093, Annual Contract for Procurement Card Services, Countywide, to J.P. Morgan Chase Bank, N.A.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for three (3) additional twelve (12) month periods.

The purpose of this contract is to provide immediate access for goods and services in work stoppage situations for official business purposes of the County. In addition, other purchases may be considered with the prior written authorization of the Purchasing Agent. The procurement card program is governed by Tarrant County's Procurement Card Procedures.

The vendor notified Purchasing in writing that they will extend the same contract terms through August 24, 2026. The Purchasing Agent has verified in writing that they are pleased with the vendor and want to renew.

Therefore, it is the recommendation of Purchasing that the Commissioners Court approve renewal of RFP No. F2024093, Annual Contract for Procurement Card Services, for another twelve (12) month period.

FISCAL IMPACT

J.P. Morgan Chase Bank, N.A. will pay each participant a rebate based on the annual combined total charge volume achieved by all participants and the annual combined total charge volume achieved by the individual participant according to the schedule in the Master Agreement.

Applicable fees will be charged to participants based on the Master Agreement.

SUBMITTED BY	Purchasing	PREPARED BY:	James Bocks, CPPB
		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, CPSM, CPSD, CPCP
Assistant Purchasing Agent

March 10, 2025

J.P. Morgan Chase Bank, N.A.
420 Throckmorton St.
Floor 4
Fort Worth, TX 76102

Re: RFP F2024093 Annual Contract for Procurement Card Services

Dear Sir/Madam:

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 08/25/2024 through 08/24/2025. The effective dates for the first renewal option will run from 08/25/2025 through 08/24/2026.

Yes, J.P. Morgan Chase Bank, N.A. will accept the offer to extend the same contract terms through the renewal period. **Please include a current 1295 Form with your response.**

No, J.P. Morgan Chase Bank, N.A. will NOT accept the offer to extend the same contract terms through the renewal period.

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 fax or email your signed response.

Sincerely,

Handwritten signature of James L. Bocks in black ink, written over a horizontal dashed line.

James L. Bocks, MBA, CPPB
Senior Contract Administrator
(P) 817.884.1738
(F) 817.850.2935
(E) jlbocks@tarrantcounty.com

Handwritten signature of J. Michael Wilson in black ink, written over a horizontal dashed line.

Name J. Michael Wilson, Authorized Officer
J.P. Morgan Chase Bank, N.A.
(P) 817-884-4283
(F) 817-717-7699
(E) mike.m.wilson@jpmorgan.com

Memorandum

To: Melissa Lee
Dept.: Purchasing
From: James Bocks, MBA, CPPB, Senior Buyer, Purchasing Department
Date: March 10, 2025
Re: RFP F2024093 Annual Contract for Procurement Card Services

The above referenced contract will expire on 08/24/2025. This contract included options to renew with the vendor for three (3) additional twelve (12) month terms. The first renewal term will commence 08/25/2025 and would expire 08/24/2026.

If you wish to exercise this first option to renew and continue this contract with the vendor(s) listed below for twelve (12) more months, please check the appropriate boxes and email this form **back to me on or before Friday, April 4, 2025.**

J.P. Morgan Chase Bank, N.A.

Yes, I wish to continue the current contract with the above mentioned vendor(s) for the referenced term of the contract.

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

SIGNATURE: *Melissa Lee* DATE: 3/10/25

RFP No. F2024093 Annual Contract for Procurement Card Services

Award

Evaluation Criteria	Max. Points	J.P. Morgan Chase Bank, N.A. Fort Worth, TX HUB - No Co-Op - Yes	UMB Bank Kansas City, MO HUB - No	Texas Capital Bank Dallas, TX HUB - No
		Score	Score	Score
Company Experience	15	<u>15.00</u>	14.38	10.00
Service Summary	70	<u>64.81</u>	54.45	56.39
Transition Plan	5	<u>3.13</u>	3.54	2.92
Rebate	5	<u>2.04</u>	4.62	5.00
References	5	<u>4.00</u>	5.00	4.00
Total Score	100	<u>88.98</u>	81.99	78.31

RFP No. F2024093 Annual Contract for Procurement Card Services

		COMDATA INC. Brentwood, TN HUB - No
Evaluation Criteria	Max. Points	Score
Company Experience	15	12.50
Service Summary	70	53.15
Transition Plan	5	2.50
Rebate	5	3.94
References	5	2.45
Total Score	100	74.54

Notes: No bids were received from Nfinitech Solutions LLC and CSI Leasing, Inc.

List of Participating Entities

CITY OF VISTA
TOWN OF GILBERT
BRUSHY CREEK MUNICIPAL UTILITY DISTRICT
CITY OF OLMSTED FALLS
CITY OF MANSFIELD
CROWLEY INDEPENDENT SCHOOL DISTRICT
HAMILTON EAST PUBLIC LIBRARY
CITY OF JOLIET
COUNTY OF TULARE
COUNTY OF STANISLAUS
CENTRAL COAST COMMUNITY ENERGY
AUSTIN TRANSIT PARTNERSHIP LOCAL GOVERNMENT CORPORATION
WELLS BRANCH MUNICIPAL UTILITY DISTRICT
CAPITAL METROPOLITAN TRANSPORTATION AUTHORITY
CHARDON LOCAL SCHOOL DISTRICT
DEPLOY/US, INC.
CENTRAL COLORADO WATER CONSERVANCY DISTRICT
AXIS INTERNATIONAL ACADEMY
TARRANT COUNTY
DONALA WATER & SANITATION DISTRICT
TUBA CITY UNIFIED SCHOOL DISTRICT #15
HAYWOOD COUNTY
THE CITY OF POWDER SPRINGS
CITY OF COLLEYVILLE
CITY OF RED OAK
CITY OF PALESTINE
CITY OF LA MARQUE TEXAS
CITY OF WAXAHACHIE
CITY OF SACHSE
WESTERN ARIZONA COUNCIL OF GOVERNMENTS
CARMEL CLAY SCHOOLS
INDIANAPOLIS AIRPORT AUTHORITY
VILLAGE OF ROMEVILLE
CITY OF PEORIA IL
BOARD OF EDUCATION OF PLAINFIELD COMMUNITY CONSOLIDATED SCHOOL DISTRICT 202
HOUSING AUTHORITY OF COOK COUNTY



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. F2024093 - Annual Contract for Procurement Card Services - Countywide - J.P. Morgan Chase Bank, N.A. - 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.
