



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER 145483

PAGE 1 OF 5

DATE: 7/1/2025

**SUBJECT: BID NO. F2025130 - ANNUAL CONTRACT FOR WIDE FORMAT
PRINTER AND MAINTENANCE - REPROGRAPHICS DIVISION -
DAHILL OFFICE TECHNOLOGY CORPORATION D/B/A XEROX
BUSINESS SOLUTIONS SOUTHWEST**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award Bid No. F2025130, Annual Contract for Wide Format Printer and Maintenance, for the Reprographics Division, to Dahill Office Technology Corporation d/b/a Xerox Business Solutions Southwest for \$35,383.13.

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. One thousand five hundred sixty-one (1,561) 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 April 29, 2025, was attended by three (3) vendors as well as representatives from the Reprographics Division and Purchasing. Four (4) bids and sixteen (16) no-bids were received.

Canon Solutions of America, Inc., was deemed non-responsive for failure to bid a dry toner system and failure to provide pricing for Security Service Fees as required.

The low bid received from Dahill Office Technology Corporation d/b/a Xerox Business Solutions Southwest meets all specifications and is acceptable to the Reprographics Division.

The term of the contract is twelve (12) months, effective July 1, 2025, with two (2) options for renewal periods of twelve (12) months each.

The purchase is for a wide format printer that will print all architectural drawing and engineering plans for the County.

Therefore, it is the joint recommendation of the Reprographics Division and Purchasing that Bid No. F2025130, Annual Contract for Wide Format Printer and Maintenance, be awarded to Dahill Office Technology Corporation d/b/a Xerox Business Solutions Southwest for \$35,383.13.

SUBMITTED BY	Purchasing	PREPARED BY:	Dallas Arter
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



COMMISSIONERS COURT COMMUNICATION

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FISCAL IMPACT

Funding in the amount of \$33,943.13 is available in account 45100-2025 Non-Debit Capital/1860300000 Graphics/540000 Capital Outlay. Annual maintenance fees in the amount of \$720.00 for Years Two and Three will be requested in future budgets.

Bid No. F2025130 Annual Contract for Wide Format Printer and Maintenance

Award

Item	Description	Dahill Office Technology Corporation dba Xerox Business Solutions Southwest San Antonio, TX HUB - No CO-CP - No	Documentation of DFW, LLC Fort Worth, TX HUB -Yes	Price	Price	Price
	Model Proposed	KIP 760C	KIP 760C		KIP 760C	
1	Equipment Price for	\$ 33,223.13	\$ 37,378.00		\$ 33,221.52	
1A	Setup	Included	Included		Included	
1B	Training - In-Person	Included	Included		Included	
1C	Equipment Total	\$ 33,223.13	\$ 37,378.00		\$ 33,221.52	
2	Year 1 - Maintenance Agreement Price Per Month	Estimated Quantity 12 Price Per Month \$ 60.00 Included	Estimated Quantity 12 Price Per Month Included	Estimated Price \$ 720.00 Included	Estimated Price \$ 17.20 Included	Estimated Price \$ 206.50 Included
3	Security Services Fees	12 Included	12 Included	Included	\$ 125.00 Included	\$ 1,500.00 Included
2	Year 2 - Maintenance Agreement Price Per Month	Estimated Quantity 12 Price Per Month \$ 60.00 Included	Estimated Quantity 12 Price Per Month Included	Estimated Price \$ 720.00 Included	Estimated Price \$ 17.20 Included	Estimated Price \$ 206.50 Included
3	Security Services Fees	12 Included	12 Included	Included	\$ 125.00 Included	\$ 1,500.00 Included
2	Year 3 - Maintenance Agreement Price Per Month	Estimated Quantity 12 Price Per Month \$ 60.00 Included	Estimated Quantity 12 Price Per Month Included	Estimated Price \$ 720.00 Included	Estimated Price \$ 17.20 Included	Estimated Price \$ 206.50 Included
3	Security Services Fees	12 Included	12 Included	Included	\$ 125.00 Included	\$ 1,500.00 Included
	TOTAL			\$ 35,383.13		\$ 38,341.02

Canon Solutions of America, Inc. was deemed non-responsive for failure to bid a dry toner system and failure to provide pricing for Security Service Fees as required.

No Bids were received from The Stewart Organization, Southwest Binding & Laminating (Southwest Plastic Binding Company), Archive Supplies, Inc., American Solutions for Business, Reece Supply Co., Communication Concepts (Communion Inc.), CW Print Services Inc., 4Tech Solutions LLC, AOK Specialties LLC, J. Reynolds & Co., A Tecta America Company, CMIT Solutions of Best Southwest Dallas County, SecurityScorecard, Inc., Complete Supply Inc., CommTech LLC, Texas Pipeline Services, and Tall City Cyber LLC.



TARRANT COUNTY
DEPARTMENT OF FACILITIES MANAGEMENT

To: Dallas Arter

From: Robert Carter Jr., Assistant Director of Support Services

Date: 05/27/2025

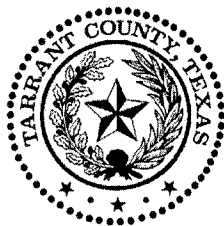
RE: F2025130 - Purchase of Wide Format Printing System

Tarrant County Facilities Management recommends accepting the bid from Xerox Business Solutions Southwest for the purchase of the KIP 760C Wide Format Printing System to be located in the Graphics and Printing facility.

A review of the bid package was conducted to verify the scope of product and maintenance services. We have determined that the bid from Xerox Business Solutions Southwest meets the listed requirements.

It is in our determination that it is in the best interest of Tarrant County to accept the bid from Xerox Business Solutions Southwest and that they will meet our expectations.

Robert Carter Jr. 5.27.25



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: Bid No. F2025130 - Annual Contract for Wide Format Printer and Maintenance - Reprographics Division - Dahill Office Technology Corporation d/b/a Xerox Business Solutions Southwest

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.
