



COMMISSIONERS COURT
COMMUNICATION

COURT ORDER NUMBER _____
PAGE 1 OF 9
DATE: 12/17/2024

SUBJECT: **BID NO. F2024007 - ANNUAL CONTRACT FOR QUICKBASE ENTERPRISE PLATFORM SUBSCRIPTION - PUBLIC HEALTH - QUICKBASE, INC. - EXERCISE FIRST OPTION FOR RENEWAL - SAME FIRM FIXED PRICES**

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of Bid No. F2024007, Annual Contract for Quickbase Enterprise Platform Subscription, for the first optional twelve (12) month period at the same firm fixed prices and approve contract.

BACKGROUND

On December 19, 2023, the Commissioners Court, through Court Order #142334, awarded Bid No. F2024007, Annual Contract for Quickbase Enterprise Platform Subscription, for Public Health, to Quickbase, Inc.

The award was based upon low bid meeting specifications and contained options to renew for two (2) additional twelve (12) month periods.

Public Health uses Quickbase to make a variety of manual data collection and storage processes electronic for Public Health staff and the public. Some key use cases include tracking of Public Health workforce, grant timesheets, equipment inventory, septic and sewage inspections, appointments for mobile food vendors, and many more. Unlike traditional spreadsheet solutions, the system has role-based security for increased data safety, security, and integrity. It also permits multiple users to use the system simultaneously all while generating the necessary audit trail required for Public Health documentation.

The vendor notified Purchasing in writing that their prices will remain firm through December 31, 2025. Public Health notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Public Health and Purchasing that the Commissioners Court approve renewal of Bid No. F2024007, Annual Contract for Quickbase Enterprise Platform Subscription, for another twelve (12) month period.

The State of Texas's revised disease reporting protocols have reduced the Public Health Department's need for Quickbase. As a result, user activity and data transactions have decreased, leading to lower overall spending for the Quickbase contract renewal. The contract is attached for approval and signature, reflecting the updated subscription plan with a reduced cost from \$717,750.00 to \$461,500.00. The Criminal District Attorney's office reviewed this contract as to form.

SUBMITTED BY	Purchasing	PREPARED BY:	Wanyu Chen
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: _____ DATE: 12/17/2024 PAGE 2 OF 9

FISCAL IMPACT

Funding in the amount of \$461,500.00 is available in the following accounts:

\$358,875.00	F0102-2023 CDC-COVID-19 Health Disparities/High Risk/5100011000 Public Health/ 578025 Software Maintenance and Licenses/Grant-2004
\$102,625.00	T0400-2025 Public Health/5100011000 Public Health/578025 Software Maintenance and Licenses



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, CPCP
Assistant Purchasing Agent

September 27, 2024

Shawna Deane
Quickbase, Inc.
255 State Street, Floor 8
Boston, MA 02109

Re: Bid No. F2024007, Annual Contract for Quickbase Enterprise Platform Subscription

Dear Shawna Deane:

The contract referenced above will expire on December 31, 2024. The contract includes two (2) options to renew for an additional twelve (12) months. The effective dates for the first renewal option will run from January 1, 2025 through December 31, 2025.

Tarrant County's Purchasing Department hereby extends an invitation to Quickbase, Inc. to accept the first option for an additional twelve (12) month period as the Vendor of this contract as awarded on December 19, 2023, in consideration of the requested downgrade of services. Please mark the appropriate response below and provide your signature above your printed name.

☒ Yes, Quickbase, Inc. will accept the offer to extend the contract with reduced pricing through December 31, 2025. **Please return a New 1295 Form with your response.**

☐ No, Quickbase, Inc. will NOT accept the offer to extend the contract with reduced pricing through December 31, 2025.

Please email your signed response.

Sincerely,

Wanyu Chen, Senior Buyer
Tarrant County
817-884-1144
817-884-1144 (fax)

DocuSigned by:
A stylized signature of Shawna Deane in black ink.
6779F837FAD349E...

Shawna Deane
Associate General Counsel

9/27/2024

Date

F2024007 Annual Contract for Quickbase Enterprise Platform Subscription

		Quickbase, Inc. Boston, MA HUB - No CO-Op - Yes	
		Total Price	\$717,750.00
		Unit	Extended
Line #	Description	QTY	UOM
1	Subscription Plan for Quickbase Enterprise Platform Subscription	1	Per Subscription
			\$717,750.00

Memorandum

To: Rasneet S. Kumar

Dept: Public Health

From: Wanyu Chen, Sr. Buyer, Purchasing Department

Date: 09/20/2024

Re: Renewal of BID F2024007, Annual Contract for Quickbase Enterprise Platform Subscription

The above-mentioned contract will expire on December 31, 2024. This contract included two (2) options to renew with the vendors for two (2) additional twelve (12) month terms. The first optional twelve (12) month period would commence on January 1, 2025 and would expire on December 31, 2025.

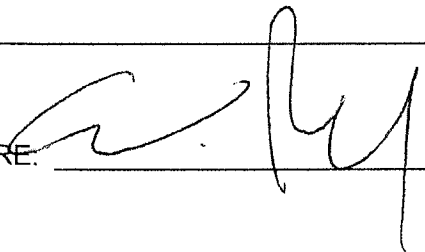
If you wish to exercise this first option to renew and continue this contract with Quickbase, Inc. for twelve (12) more months, please check the appropriate item and email it to me by **September 26, 2024**.

☒ Yes, I wish to continue the current contract with Quickbase, Inc. for the first renewal term of the contract.

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

T0400-2025 & Grant-2004	51100016000	578025	NRG & F102-2023
(Fund #)	(Cost Center)	(G/L Account)	(Grant # or NRG)

☐ No, I do not wish to continue the current contract with Quickbase, Inc. for the following reason (s):

SIGNATURE:  DATE: 9.26.24

Customer Name: Tarrant County Texas
(inc)
Quote #: Q-66823

Quickbase AE: David Soucie
Telephone:
Email: dsoucie@quickbase.com



ORDER FORM

CONTACT INFORMATION	
Bill to: Tarrant County Texas (inc) ATTN: Accounts Payable 100 East Weatherford Street Suite 506 Ft. Worth, Texas 76196-0103 United States	Ship to: Tarrant County Texas (inc) ATTN: Deep Shah 100 East Weatherford Street Suite 506 Ft. Worth, Texas 76196-0103 United States
Phone Number: 8178841205 Email: sap-invoices@tarrantcounty.com	Email: dashah@tarrantcountytx.gov

PAYMENT INFORMATION	
Net Payment Terms: Net 30	Currency: USD
Payment Method: PO	Applicable PO Number, if any
SUBSCRIPTION INFORMATION	
Subscription Term Start Date: 01-01-2025	Order Effective Date: Subscription Term Start Date
Subscription Term End Date: 12-31-2025	
Written Notice to Cancel Auto Renew: No Auto Renew	

SUBSCRIPTION PLAN SUMMARY			
Product	Quantity	Billing Frequency	Annual Fees
Enterprise (Usage - Annual)		Annual	\$400,000.00
Reads - Enterprise-Usage	2,000,000		
Ultimate Enablement Service Package	1	Annual	\$54,000.00
Form Engine - 10,000 Transactions - Annual	1	One-Time	\$7,500.00
TOTAL FEES:			\$461,500.00

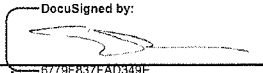
Enterprise Usage includes unlimited Users, unlimited Applications, 10GB Application Space, 300GB Attachment Space, and 3-year Audit Data Retention, Advanced Encryption, and ALM Sandbox

Terms and Conditions:

This contract will be governed by the agreed upon terms of service signed on 12/19/2023 on contract RFP F2024007 between Tarrant County Texas and Quickbase, Inc.

Each party represents and warrants that this Order is executed by a duly authorized representative and the Agreement constitutes the legal, valid and binding obligation of such party

For Quickbase, Inc.:

By: 
Print Name: Shawna Deane
Print Title: Associate General Counsel
Date: 11/18/2024

For Customer:

By: _____
Print Name: _____
Print Title: _____
Date: _____

This quote expires on 12-31-2024

APPROVED AS TO FORM:

CERTIFICATION OF
AVAILABLE FUNDS: \$ _____

Kimberly Collier Wesley
Criminal District Attorney's Office*

Tarrant County Auditor

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.



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. F2024007 - Annual Contract for Quickbase Enterprise Platform Subscription - Public Health - Quickbase, Inc. - Exercise First Option for Renewal - Same Firm Fixed Prices _____

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.



COMMISSIONERS COURT
COMMUNICATION

COURT ORDER NUMBER

144497

PAGE 1 OF

9

DATE:

12/17/2024

SUBJECT: **BID NO. F2024007 - ANNUAL CONTRACT FOR QUICKBASE
ENTERPRISE PLATFORM SUBSCRIPTION - PUBLIC HEALTH -
QUICKBASE, INC. - EXERCISE FIRST OPTION FOR RENEWAL - SAME
FIRM FIXED PRICES**

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of Bid No. F2024007, Annual Contract for Quickbase Enterprise Platform Subscription, for the first optional twelve (12) month period at the same firm fixed prices and approve contract.

BACKGROUND

On December 19, 2023, the Commissioners Court, through Court Order #142334, awarded Bid No. F2024007, Annual Contract for Quickbase Enterprise Platform Subscription, for Public Health, to Quickbase, Inc.

The award was based upon low bid meeting specifications and contained options to renew for two (2) additional twelve (12) month periods.

Public Health uses Quickbase to make a variety of manual data collection and storage processes electronic for Public Health staff and the public. Some key use cases include tracking of Public Health workforce, grant timesheets, equipment inventory, septic and sewage inspections, appointments for mobile food vendors, and many more. Unlike traditional spreadsheet solutions, the system has role-based security for increased data safety, security, and integrity. It also permits multiple users to use the system simultaneously all while generating the necessary audit trail required for Public Health documentation.

The vendor notified Purchasing in writing that their prices will remain firm through December 31, 2025. Public Health notified Purchasing in writing that they are pleased with the vendor and want to renew.

Therefore, it is the joint recommendation of Public Health and Purchasing that the Commissioners Court approve renewal of Bid No. F2024007, Annual Contract for Quickbase Enterprise Platform Subscription, for another twelve (12) month period.

The State of Texas's revised disease reporting protocols have reduced the Public Health Department's need for Quickbase. As a result, user activity and data transactions have decreased, leading to lower overall spending for the Quickbase contract renewal. The contract is attached for approval and signature, reflecting the updated subscription plan with a reduced cost from \$717,750.00 to \$461,500.00. The Criminal District Attorney's office reviewed this contract as to form.

SUBMITTED BY	Purchasing	PREPARED BY:	Wanyu Chen
		APPROVED BY:	Christopher Lax, CPSM, CPSD, CPCP



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: _____ DATE: 12/17/2024 PAGE 2 OF 9

FISCAL IMPACT

Funding in the amount of \$461,500.00 is available in the following accounts:

\$358,875.00	F0102-2023 CDC-COVID-19 Health Disparities/High Risk/5100011000 Public Health/ 578025 Software Maintenance and Licenses/Grant-2004
\$102,625.00	T0400-2025 Public Health/5100011000 Public Health/578025 Software Maintenance and Licenses

Customer Name: Tarrant County Texas
(inc)
Quote #: Q-66823

Quickbase AE: David Soucie
Telephone:
Email: dsoucie@quickbase.com



ORDER FORM

CONTACT INFORMATION

Bill to: Tarrant County Texas (inc)
ATTN: Accounts Payable
100 East Weatherford Street Suite 506
Ft. Worth, Texas 76196-0103
United States

Phone Number: 8178841205
Email: sap-invoices@tarrantcounty.com

Ship to: Tarrant County Texas (inc)
ATTN: Deep Shah
100 East Weatherford Street Suite 506
Ft. Worth, Texas 76196-0103
United States

Email: dashah@tarrantcountytx.gov

PAYMENT INFORMATION

Net Payment Terms: Net 30
Payment Method: PO

Currency: USD
Applicable PO Number, if any:

SUBSCRIPTION INFORMATION

Subscription Term Start Date: 01-01-2025
Subscription Term End Date: 12-31-2025
Written Notice to Cancel Auto Renew: No Auto Renew

Order Effective Date: Subscription Term Start Date

SUBSCRIPTION PLAN SUMMARY

Product	Quantity	Billing Frequency	Annual Fees
Enterprise (Usage - Annual)		Annual	\$400,000.00
Reads - Enterprise-Usage	2,000,000		
Ultimate Enablement Service Package	1	Annual	\$54,000.00
Form Engine - 10,000 Transactions - Annual	1	One-Time	\$7,500.00
TOTAL FEES:			\$461,500.00

Enterprise Usage includes unlimited Users, unlimited Applications, 10GB Application Space, 300GB Attachment Space, and 3-year Audit Data Retention, Advanced Encryption, and ALM Sandbox

Terms and Conditions:

This contract will be governed by the agreed upon terms of service signed on 12/19/2023 on contract RFP F2024007 between Tarrant County Texas and Quickbase, Inc.

Each party represents and warrants that this Order is executed by a duly authorized representative and the Agreement constitutes the legal, valid and binding obligation of such party

For Quickbase, Inc.:

By: 
Print Name: Shawna Deane
Print Title: Associate General Counsel
Date: 11/18/2024

For Customer:

By: 
Print Name: Tim O'Hare
Print Title: Tarrant County Judge
Date: January 14, 2025

APPROVED AS TO FORM:

CERTIFICATION OF
AVAILABLE FUNDS: \$ 461,500.00

Kimberly Collier Wesley
Criminal District Attorney's Office*

Kimberly M. Buchanan
Tarrant County Auditor

*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.