



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER _____

PAGE 1 OF 8

DATE: 1/14/2025

SUBJECT: BID NO. 2023-084 - ANNUAL CONTRACT FOR VENDING SERVICES - FACILITIES MANAGEMENT - COMPASS GROUP USA, INC. BY AND THROUGH CANTEEN VENDING - EXERCISE FIRST OPTION FOR RENEWAL - SAME FIRM FIXED PRICES AND COMMISSION RATE

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of Bid No. 2023-084, Annual Contract for Vending Services, to Compass Group USA, Inc. by and through Canteen Vending, for the first optional twelve (12) month renewal period at the same firm fixed prices plus commission rate.

BACKGROUND

On March 21, 2023, the Commissioners Court, through Court Order #140541, awarded Bid No. 2023-084, Annual Contract for Vending Services, for Facilities Management, to the following vendors:

Primary	Compass Group USA, Inc. by and through Canteen Vending
Secondary	Refreshing Texas

The awards were based upon low bid meeting specifications and contained options to renew for three (3) additional twelve (12) month periods.

This contract is for vending services throughout Tarrant County facilities.

Refreshing Texas did not respond to renewal request. The remaining vendor notified Purchasing in writing that their prices will remain firm through March 28, 2026.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that the Commissioners Court approve renewal of Bid No. 2023-084, Annual Contract for Vending Services, for another twelve (12) month period.

FISCAL IMPACT

This constitutes revenue to the County.

SUBMITTED BY	Purchasing	PREPARED BY:	Amos Jones Jr.
		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, CPCP
Assistant Purchasing Agent

November 1, 2024

Shawn Grider
Compass Group USA, Inc.
DBA Canteen Southwest Vending
2643 N Interstate 35E, Suite 200
Carrollton, TX 75006

Re: RFB No. 2023-084 – Annual Contract for Vending Services, for Facilities Management, to Compass Group USA, Inc. by and through Canteen Southwest Vending

Dear Mr. Coon:

Referenced bid was for twelve (24) months with three (3) options to renew for additional twelve (12) months each. The original contract was for the period of March 29, 2023, through March 28, 2025. The effective dates for the second renewal option will run from March 29, 2025, through March 28, 2026.

Tarrant County Purchasing Department hereby extends an invitation to Canteen Southwest Vending to accept the first option for an additional one (1) year period as the primary vendor for this bid as awarded on March 29, 2023. Canteen Vending acknowledges formal renewal of the option, and any contract is contingent upon review and approval by the Tarrant County Commissioner's 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 March 28, 2026.

Yes, Canteen Southwest Vending will accept the offer to extend the same per unit price and commission rates, through March 28, 2026. **Please include a current 1295 Form and Certificate of Insurance Liability (COI) with your response.**

No, Canteen Southwest Vending will NOT accept the offer to extend the same per unit price and commission rates, through March 28, 2026.

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.

Sincerely,

Handwritten signature of Amos Jones in black ink.

Amos Jones, Senior Buyer
Tarrant County
817-884-1134

Handwritten signature of Shawn Grider in black ink.

Shawn Grider, President
Canteen Southwest

Date

12/9/2024

Memorandum

To: Robert Carter, Assistant Director
Dept.: Support Services
From: Amos Jones, Senior Buyer, Purchasing Department
Date: December 6, 2024
Re: Renewal of 2023-084 Annual Contract for Vending Services

The above referenced contract will expire on March 28, 2025. This contract included options to renew with the vendor for three (3) additional twelve (12) month term. The first renewal term will commence March 29, 2025, and would expire March 28, 2026.

If you wish to exercise this 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 Tuesday, December 10, 2024.**

Canteen Southwest Vending Services

Yes, I wish to continue the current contract with the above-mentioned vendor(s) for the first and final renewal term of the contract. Account information must be provided below.

_____ / _____ / _____ / _____
_____ / _____ / _____ / _____

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

SIGNATURE: _____

DATE: _____

Robert Carter
12.06.2024

2023-084 Annual Contract for Vending Services

		Primary Award					
		Compass Group USA, Inc. by and through Canteen Vending Carrollton, TX HUB - No CO-OP - Yes					
Item	Description	Qty	Unit Price	Ext Price	Commission	Net Price	
1	Candy, 1 - 3 Ounces	49,700	\$ 1.75	\$ 86,975.00	28.70%	\$ 62,013.18	
2	Coffee Drink, 13 - 15 Ounces	1,400	\$ 3.25	\$ 4,550.00	40.00%	\$ 2,730.00	
3	Energy Drink, 7 - 9 Ounces	1,300	\$ 3.25	\$ 4,225.00	28.70%	\$ 3,012.43	
4	Energy Drink, 15 - 17 Ounces	6,300	\$ 3.50	\$ 22,050.00	28.70%	\$ 15,721.65	
5	Entrée, Cold, 4 - 7 Ounces	500	\$ 3.00	\$ 1,500.00	10.00%	\$ 1,350.00	
6	Entrée, Microwaveable, 4 - 7 Ounces	2,100	\$ 3.00	\$ 6,300.00	10.00%	\$ 5,670.00	
7	Gum, 6 Sticks per Pack	900	\$ 0.50	\$ 450.00	28.70%	\$ 320.85	
8	Ice Cream, 1 - 3 Ounces	500	\$ 1.75	\$ 875.00	15.00%	\$ 743.75	
9	Milk, 12 - 14 Ounces	200	\$ 1.50	\$ 300.00	10.00%	\$ 270.00	
10	Mints, 1 - 2 Ounces	200	\$ 0.50	\$ 100.00	28.70%	\$ 71.30	
11	Nuts, 1 - 2 Ounces	4,200	\$ 1.50	\$ 6,300.00	28.70%	\$ 4,491.90	
12	Pastries, 1 - 3 Ounces	39,300	\$ 1.25	\$ 49,125.00	28.70%	\$ 35,026.13	
13	Pastries, 3 - 5 Ounces	1,500	\$ 1.75	\$ 2,625.00	28.70%	\$ 1,871.63	
14	Popcorn, Microwaveable, 1 - 3 Ounces	100	\$ 0.75	\$ 75.00	28.70%	\$ 53.48	
15	Snack, Chips, 1 - 3 Ounces	103,400	\$ 1.50	\$ 155,100.00	28.70%	\$ 110,586.30	
16	Snack, Fruit, 1 - 3 Ounces	1,500	\$ 1.50	\$ 2,250.00	28.70%	\$ 1,604.25	

2023-084 Annual Contract for Vending Services

		Primary Award					
		Compass Group USA, Inc. by and through Canteen Vending Carrollton, TX HUB - No CO-OP - Yes					
Item	Description	Qty	Unit Price	Ext Price	Commission	Net Price	
17	Snack, Meat, 1 - 2 Ounces	3,800	\$ 1.50	\$ 5,700.00	28.70%	\$ 4,064.10	
18	Snack, Mix, 1 - 3 Ounces	4,100	\$ 1.50	\$ 6,150.00	28.70%	\$ 4,384.95	
19	Soft Drink, 12 Ounces	36,500	\$ 1.25	\$ 45,625.00	28.70%	\$ 32,530.63	
20	Soft Drink, 16 Ounces	3,400	\$ 2.00	\$ 6,800.00	28.70%	\$ 4,848.40	
21	Soft Drink, 18 Ounces	300	\$ 2.00	\$ 600.00	28.70%	\$ 427.80	
22	Soft Drink, 20 Ounces	154,900	\$ 2.50	\$ 387,250.00	28.70%	\$ 276,109.25	
23	Water, Mineral, 20 Ounces	500	\$ 2.50	\$ 1,250.00	28.70%	\$ 891.25	
24	Water, Still, 20 Ounces	1,200	\$ 1.25	\$ 1,500.00	40.00%	\$ 900.00	
Bid Total						\$ 569,693.20	

2023-084 Annual Contract for Vending Services

Secondary Award

		Refreshing Texas Longview, TX HUB - No CO-OP - Yes					
Item	Description	Qty	Unit Price	Ext Price	Commission	Net Price	
1	Candy, 1 - 3 Ounces	49,700	\$ 2.25	\$ 111,825.00	25.00%	\$ 83,868.75	
2	Coffee Drink, 13 - 15 Ounces	1,400	\$ 4.00	\$ 5,600.00	25.00%	\$ 4,200.00	
3	Energy Drink, 7 - 9 Ounces	1,300	\$ 4.00	\$ 5,200.00	25.00%	\$ 3,900.00	
4	Energy Drink, 15 - 17 Ounces	6,300	\$ 3.50	\$ 22,050.00	25.00%	\$ 16,537.50	
5	Entrée, Cold, 4 - 7 Ounces	500	\$ 4.50	\$ 2,250.00	10.00%	\$ 2,025.00	
6	Entrée, Microwaveable, 4 - 7 Ounces	2,100	\$ 4.00	\$ 8,400.00	10.00%	\$ 7,560.00	
7	Gum, 6 Sticks per Pack	900	\$ 1.50	\$ 1,350.00	25.00%	\$ 1,012.50	
8	Ice Cream, 1 - 3 Ounces	500	\$ 4.00	\$ 2,000.00	15.00%	\$ 1,700.00	
9	Milk, 12 - 14 Ounces	200	\$ 2.00	\$ 400.00	25.00%	\$ 300.00	
10	Mints, 1 - 2 Ounces	200	\$ 1.50	\$ 300.00	25.00%	\$ 225.00	
11	Nuts, 1 - 2 Ounces	4,200	\$ 1.75	\$ 7,350.00	25.00%	\$ 5,512.50	
12	Pastries, 1 - 3 Ounces	39,300	\$ 1.75	\$ 68,775.00	25.00%	\$ 51,581.25	
13	Pastries, 3 - 5 Ounces	1,500	\$ 2.00	\$ 3,000.00	22.00%	\$ 2,340.00	
14	Popcorn, Microwaveable, 1 - 3 Ounces	100	\$ 1.75	\$ 175.00	25.00%	\$ 131.25	
15	Snack, Chips, 1 - 3 Ounces	103,400	\$ 1.75	\$ 180,950.00	25.00%	\$ 135,712.50	
16	Snack, Fruit, 1 - 3 Ounces	1,500	\$ 1.75	\$ 2,625.00	25.00%	\$ 1,968.75	

2023-084 Annual Contract for Vending Services

Secondary Award

		Refreshing Texas Longview, TX HUB - No CO-OP - Yes					
Item	Description	Qty	Unit Price	Ext Price	Commission	Net Price	
17	Snack, Meat, 1 - 2 Ounces	3,800	\$ 1.75	\$ 6,650.00	25.00%	\$ 4,987.50	
18	Snack, Mix, 1 - 3 Ounces	4,100	\$ 1.75	\$ 7,175.00	25.00%	\$ 5,381.25	
19	Soft Drink, 12 Ounces	36,500	\$ 1.25	\$ 45,625.00	25.00%	\$ 34,218.75	
20	Soft Drink, 16 Ounces	3,400	\$ 2.50	\$ 8,500.00	25.00%	\$ 6,375.00	
21	Soft Drink, 18 Ounces	300	\$ 3.50	\$ 1,050.00	25.00%	\$ 787.50	
22	Soft Drink, 20 Ounces	154,900	\$ 2.50	\$ 387,250.00	26.00%	\$ 286,565.00	
23	Water, Mineral, 20 Ounces	500	\$ 2.50	\$ 1,250.00	25.00%	\$ 937.50	
24	Water, Still, 20 Ounces	1,200	\$ 2.00	\$ 2,400.00	28.00%	\$ 1,728.00	
Bid Total						\$ 659,555.50	



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 Nol 2023-084 - Annual Contract for Vending Services – Facilities Management - Compass Group USA, Inc. by and through Canteen Vending - Same Firm Fixed Prices and Commission Rate

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.
