



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER _____
PAGE 1 OF 5
DATE: 10/15/2024

**SUBJECT: RFP NO. F2024171 - ANNUAL CONTRACT FOR AUDIO VISUAL
SYSTEMS MAINTENANCE AND STAFF AUGMENTATION -
INFORMATION TECHNOLOGY - VARIOUS VENDORS - PER
CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court award RFP No. F2024171, Annual Contract for Audio Visual Systems Maintenance and Staff Augmentation, for Information Technology, to the following vendors at the per contract terms:

Primary	Ford Audio-Video Systems, LLC
Secondary	Communicon Inc. d/b/a Communication Concepts

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. Seven hundred forty-five (745) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. A pre-proposal conference held on July 30, 2024, was attended by two (2) vendors as well as representatives from Information Technology and Purchasing. Six (6) proposals and three (3) no-bids were received.

Proposals were evaluated by Information Technology and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

A Best and Final Offer was then requested from the highest scoring vendor which resulted in no reduction in the total price.

The proposals received from the vendors listed above meet all specifications and are acceptable to Information Technology.

The term of the contract is twelve (12) months, effective October 15, 2024, with two (2) options for renewal periods of twelve (12) months each.

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



COMMISSIONERS COURT COMMUNICATION

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This contract is a staffing contract to provide ad-hoc labor, as required, to assist with support and maintenance of audio-visual equipment. In addition, audio-visual equipment is purchased for County departments when required.

Therefore, it is the joint recommendation of Information Technology and Purchasing that RFP No. F2024171, Annual Contract for Audio Visual Systems Maintenance and Staff Augmentation, be awarded to the vendors listed above at the per contract terms.

FISCAL IMPACT

Expenses for last year were approximately \$194,078.00. Services are provided on an as-needed basis. Funding is available in account 10000-2025 General Fund/1810410000 Application Development and Support/569011 Professional Services.

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		Primary Award	<i>Secondary Award</i>
		Ford Audio-Video Systems, LLC Oklahoma City, OK HUB - Yes CO-OP - Yes	<i>Communicon Inc. d/b/a Communication Concepts Haltom City, TX HUB - No CO-OP - Yes</i>
Evaluation Criteria	Max Points	Score	Score
Vendor Qualifications and Experience	350	298	275
Base Price for Professional Services	150	81	124
Percentage Discount off Audio Visual Equipment	350	350	306
Percentage Discount off Materials	50	50	44
Percentage Discount off Software and Software Upgrades	50	50	41
References	50	43	22
Total Score	1000	872	812

		E-Logic, Inc. Washington, DC HUB - No	Bluum Technology USA Phoenix, AZ HUB - No
Evaluation Criteria	Max Points	Score	Score
Vendor Qualifications and Experience	350	188	172
Base Price for Professional Services	150	150	104
Percentage Discount off Audio Visual Equipment	350	199	191
Percentage Discount off Materials	50	28	27
Percentage Discount off Software and Software Upgrades	50	28	27
References	50	3	13
Total Score	1000	596	534

Notes: No-bids were received from 3-C Technology, LLC, CSI Leasing, Inc., Plywood Company of Fort Worth, Inc.

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		Digital Resources, Inc Southlake, TX HUB - Yes	Remar Commercial Arlington, TX HUB - No
Evaluation Criteria	Max Points	Score	Score
Vendor Qualifications and Experience	350	163	30
Base Price for Professional Services	150	106	95
Percentage Discount off Audio Visual Equipment	350	151	190
Percentage Discount off Materials	50	22	27
Percentage Discount off Software and Software Upgrades	50	22	27
References	50	27	22
Total Score	1000	491	391

Notes: No-bids were received from 3-C Technology, LLC, CSI Leasing, Inc., Plywood Company of Fort Worth, Inc.



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. F2024171 - Annual Contract for Audio Visual Systems Maintenance and Staff Augmentation - Information Technology - Various Vendors - Per 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.
