



**DeWight Dopslauf, C.P.M., CPPO  
Harris County Purchasing Agent**

February 14, 2024

Commissioners Court  
Harris County, Texas

**RE: Job No. 230426**

Members of Commissioners Court:

Please approve the following project for advertisement and consent for Request for Proposal on:

**Description:** Vital Records Preservation Project for Harris County Clerk's Office  
**Start Date:** 02/16/2024  
**Due Date:** 03/11/2024  
**Estimated Price:** N/A  
**Solicitation Type:** RFP  
**NIGP Code(s):** 906-48; 920-21; 920-30; 96-272  
**Term Contract:** Yes  
**Mandatory Pre-Solicitation Conference:** No  
**Solicitation System:** Bonfire  
**CDBG-DR Funded:** No  
**Reviewed By:** • Harris County Purchasing • County Clerk's Office

*Pursuant to Tex. Loc. Gov't Code §262.0295(a) and §262.030(d), for any RFP contract submitted and included on this request, submission shall constitute (1) a determination by the Purchasing Agent that it is **impractical** to prepare detailed specifications for an item to support the award of a purchase contract, and (2) a **notification** to the commissioners court of the same. If such letter is returned to Purchasing without alterations by commissioners court, that (3) shall constitute a **finding** by commissioners court that it is impractical to prepare detailed specifications for that item to support the award of a purchase contract, and the Purchasing Agent may use the multistep competitive proposal procedure, or an "RFP" as per Tex. Loc. Gov't Code §262.0295 and §262.030.*

Sincerely,

DeWight Dopslauf  
Purchasing Agent

JC

**FOR INCLUSION ON COMMISSIONERS COURT AGENDA FEBRUARY 27, 2024**

