



Legislation Text

File #: 23-0089, **Version:** 1

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Amendment

Project ID (if applicable): 190104

Vendor/Entity Legal Name (if applicable): Southwest Business Machines

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: N/A - Goal not applicable to request

Request Summary (Agenda Caption):

Request for approval to correct the renewal option from 2 of 4 (as approved) to 3 of 4 (corrected) with Southwest Business Machines for service and repair of office equipment and related items for Harris County for the period of July 1, 2022 - June 30, 2023 (190104).

Background and Discussion:

This is for the service and repair of office equipment and related items for Harris County.

Expected Impact:

This service helps to maintain and upkeep equipment.

Alternative Options:

Purchase new equipment.

Alignment with Goal(s):

- Justice and Safety
- Economic Opportunity
- Housing
- Public Health
- Transportation
- Flooding
- Environment

Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
04/09/2019	24.d.1.p	Request for approval of projects scheduled for advertisement
06/25/2019	21.d.13.j	Award on the basis of low bid
06/30/2020	24.c.9.r	Renewal 1 of 4
05/11/2021	212	Renewal 2 of 4
06/14/2022	198	Renewal 3 of 4

Location: N/A

Address (if applicable): N/A

Precinct(s): Countywide

Fiscal and Personnel Summary			
Service Name			
	FY 23	FY 24	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$	\$	\$
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$	\$	\$
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Court Date: 01/10/2023

Anticipated Implementation Date (if different from Court date):

Emergency/Disaster Recovery Note: Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department: Jessica Barelas, Buyer, Purchasing

Attachments (if applicable): Letter