



Bidder Name:

JACK BEACHAM, C.P.M., A.P.P.
PURCHASING AGENT

TARRANT COUNTY
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.
ASSISTANT PURCHASING AGENT

RFB NO. 2020-078

**REQUEST FOR BID
FOR
ANNUAL CONTRACT
FOR
ARMORED CAR SERVICES**

**BIDS DUE FEBRUARY 3, 2020
2:00 P.M.**

RFB NO. 2020-078

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ATTACHMENT A CONSOLIDATED BAG PICK-UP PROGRAM

This Table of Contents is intended as an aid to bidders and not as a comprehensive listing of the bid package. Bidders are responsible for reading the entire bid package and complying with all specifications.

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

Tarrant County is requesting bids for the **ANNUAL CONTRACT FOR ARMORED CAR SERVICES, COUNTYWIDE**. All bids must be submitted on the attached Price Forms. Tarrant County will not enter into any contract where the cost is provisional upon such clauses as "escalator" or "cost-plus" clauses.

Original and Three (3) Copies
OF
COMPLETED BID PROPOSALS
MUST BE RECEIVED IN THE
TARRANT COUNTY PURCHASING DEPARTMENT
AT 100 E. WEATHERFORD, SUITE 303
FORT WORTH, TEXAS 76196-0104
ON OR BEFORE FEBRUARY 3, 2020 AT 2:00 P.M.

All bids are due in the Tarrant County Purchasing Department by the due date in sealed envelopes or boxes. All bids must be clearly marked with the Bid Number, the name of the company submitting the bid, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt. The original bid must be clearly marked "ORIGINAL" and contain all original signatures. "No-Bid" Response to be returned on the form included in the section under Forms.

Any bid received after the date and/or hour set for bid opening will not be accepted. The Bidder will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at Bidder's expense, or destroyed with written authorization of the Bidder. If bids are sent by mail to the Tarrant County Purchasing Department, the Bidder shall be responsible for actual delivery of the bid to the Tarrant County Purchasing Department before the advertised date and hour for opening of bids. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the bid opening, bids thus delayed will not be considered and will be disposed of as authorized.

Bids may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by Bidder guaranteeing authenticity. After the official opening, bids become the property of Tarrant County and may not be amended, altered or withdrawn without the recommendation of the Tarrant County Purchasing Agent and the approval of Tarrant County Commissioners' Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in this bid. Tarrant County is not exempt from Surplus Lines Tax or Texas Stamping Tax.

Tarrant County reserves the right to accept or reject in part or in whole any bids submitted and to waive any technicalities for the best interest of Tarrant County.

No oral explanation or instructions will be given by Tarrant County officials or employees in regard to the meaning of the proposal specifications before the award of the contract unless authorized by the Tarrant County Purchasing Agent or their designee. Requests from interested bidders for additional information or interpretation of the information included in the specifications should be directed in writing, via facsimile, to:

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

CHRIS LAX, CPSM, SENIOR CONTRACTS ADMINISTRATOR
FAX: (817) 884-2629

All documents relating to the Bid, including but not limited to, the bid document, questions and responses, addenda and special notices will be posted under the Bid number on the Tarrant County website and available for download by Bidders and other interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. **It is the Bidder's sole responsibility to review this site and retrieve all related documents up to the Bid due date.**

The deadline for receipt of all questions is 12:00 (Noon), Fort Worth, Texas time, Friday, January 24, 2020. After the question deadline, all questions and their responses will be posted on the website and available for download by interested parties.

All bids shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of bid. County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Bids which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Tarrant County Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

Invoices shall be sent on a monthly basis directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196, or email to SAP-invoices@tarrantcounty.com. In accordance with the Prompt Payment Act, it is the intention of Tarrant County to make payment on completed orders within thirty (30) days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

Continuing non-performance of the Vendor in terms of Specifications shall be a basis for the termination of the contract by Tarrant County. Tarrant County shall not pay for work, equipment, or supplies which are unsatisfactory. The Vendor will be given a reasonable opportunity before termination to correct the deficiencies. This, however, shall in no way be construed as negating the basis for termination for non-performance.

The **contract may be terminated** by either party upon written ninety (90) days' notice prior to cancellation.

Bids will be considered non-responsive if they show any omissions, alteration of form, additions or conditions not called for, or inconsistencies of any kind. However, Tarrant County reserves the right to waive any inconsistencies and to make an award in the best interest of Tarrant County.

Bids may be rejected, among other reasons, for any of the following specific reasons:

1. Bids containing any inconsistencies.
2. Unbalanced value of any items.

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Bidders may be disqualified and their bids not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Bidders.
2. Reasonable grounds for believing that any Bidder is interested in more than one (1) Bid for the work contemplated.
3. Bidder being interested in any litigation against Tarrant County.
4. Bidder being in arrears on any existing contract or having defaulted on a previous contract
5. Lack of competency as revealed, including but not limited to, by a financial statement, experience and equipment and questionnaires
6. Uncompleted work, which in the judgment of Tarrant County, will prevent or hinder the prompt completion of additional work, if awarded.
7. Bidders shall not owe delinquent property tax in Tarrant County.
8. Limited competition.

It is the Bidders' sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance With Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of the entire bid.

CONFIDENTIALITY: Any material that is to be considered confidential must be clearly marked as such and shall be treated as confidential to the extent allowable under Section 552.136, Texas Government Code. Notice will be sent to you pursuant to Section 552.305 of the Texas Government Code should Tarrant County receive an open records request to inspect your bid. This notice will allow you to assert any objections to the release of confidential information in response to an open records request. It is your responsibility to assert any objections to the release of your bid in response to an open records request. Tarrant County cannot argue on your behalf that the information contained in your bid is exempt from public release. Trade secrets or confidential information **MUST** be placed in a separate envelope marked **"CONFIDENTIAL INFORMATION."** Note: **PRICING INFORMATION IS NOT CONSIDERED CONFIDENTIAL AND IF MARKED AS SUCH, WILL RESULT IN REJECTION OF YOUR BID.**

Due care and diligence have been used in the preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the Bidder. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the Bidder to determine the full extent of the exposures.

Vendor may not assign their rights and duties under an award without the written consent of the Tarrant County Purchasing Agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

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Audit Clause: The Vendor must agree that Tarrant County will, until the expiration of twelve (12) months after final payment under this agreement, have access to and the right to examine at reasonable times any directly pertinent books, documents, papers and records (hard copy, as well as computer generated data) of the vendor involving those transactions related to this Solicitation. Vendor will agree that the County shall have access during normal working hours to all necessary facilities, staff and work space in order to conduct audits. Tarrant County shall provide the vendor with reasonable advance notice of intended audits. The vendor shall provide records within ten (10) business days or a mutually agreed upon timeline.

TO THE EXTENT PERMITTED BY LAW, VENDOR AGREES TO DEFEND, INDEMNIFY AND HOLD TARRANT COUNTY, ITS OFFICIALS, AGENTS, SERVANTS, AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS AND EXPENSES OF ANY KIND, INCLUDING BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO OWNER'S BUSINESS AND ANY RESULTING LOST PROFITS), EMPLOYMENT MATTERS, AND/OR PERSONAL INJURY, INCLUDING DEATH, THAT MAY RELATE TO OR ARISE OUT OF OR BE OCCASIONED BY (I) VENDOR'S BREACH OF ANY OF THE TERMS OF PROVISIONS OF THIS AGREEMENT OR (II) ANY NEGLIGENT ACT OR OMISSION OR INTENTIONAL MISCONDUCT OF VENDORS, ITS OFFICERS, AGENTS, ASSOCIATES, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS, RELATED TO THE PERFORMANCE OF THIS AGREEMENT.

VENDOR(S) WILL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL LAWS INCLUDING BUT NOT LIMITED TO THE AMERICANS WITH DISABILITIES ACT, TITLE VII OF THE CIVIL RIGHTS OF 1964, AGE DISCRIMINATION IN EMPLOYMENT ACT, CIVIL RIGHTS ACT OF 1991, FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA), FAIR LABOR STANDARDS ACT, EQUAL PAY ACT OF 1963 AND THE AFFORDABLE HEALTH CARE ACT, AS TO TREATMENT AND COMPENSATION OF ITS EMPLOYEES.

VENDOR(S) WILL PREPARE PAYROLL CHECKS, MAKE ALL NECESSARY DEDUCTIONS, AND PAY ALL TAXES, AND MAINTAIN INSURANCE REQUIRED BY FEDERAL, STATE, AND LOCAL LAWS. THE SUCCESSFUL VENDOR ACCEPTS FULL RESPONSIBILITY FOR THE PAYMENT OF WAGES, COMPENSATION, OVERTIME AND BENEFITS TO PERSONNEL. VENDOR ACCEPTS RESPONSIBILITY FOR PAYMENT OF ALL TAXES, ASSESSMENTS, FEES, AND FINES THAT MAY BE DUE AND OWING TO ANY LOCAL, STATE OR FEDERAL GOVERNMENT AGENCIES.

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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

1. **CONTRACT TERMS:** Vendor(s) will be awarded a twelve (12) month contract, effective February 21, 2020 or notice to proceed as determined by the Tarrant County Purchasing Department. At Tarrant County's option and approval by the Vendor, the contract may be renewed for two (2) additional twelve (12) month periods, as further explained in Renewal Options. **Prices must remain firm for the entire contract.**
2. **RENEWAL OPTIONS:** Tarrant County reserves the right to exercise an option to renew the contract of the Vendor for two (2) additional twelve (12) month periods, provided such option is stipulated and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. Required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option or seek a new solicitation.
3. **SECONDARY/ALTERNATE AWARD:** Secondary or Alternate Vendors serve in a backup capacity only. In the event the Primary is unable to honor the terms and conditions of the contract, the Secondary Vendor(s) may be called. If the Secondary Vendor is unable to honor the terms and conditions of the contract the Alternate Vendor(s) may be called. The Primary Vendor is the first contact. Use of the Secondary or Alternate Vendor(s) must be approved, in writing, by the Tarrant County Purchasing Agent or his designee in compliance with Texas Local Government Code 262.027(g).
 - A. In the event the Secondary or Alternate Vendors are called upon, they will offer the materials and services at their awarded price(s), or better. Any attempt to increase their awarded price(s) may cause the removal of the Vendor from the contract. Calling upon the Secondary or Alternate Vendors does not necessarily affect the status of any awarded Vendor, including the Primary Vendor.
 - B. If a Secondary or Alternate Vendor represents themselves as the Primary Vendor without written authorization from the Tarrant County Purchasing Agent, or his designee, the Secondary or Alternate Vendor may be removed from the contract.
 - C. Would you, as the Vendor, be willing to accept a Secondary or Alternate Award based on the above?

_____Yes _____No

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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

4. **COOPERATIVE PURCHASING:** Tarrant County has the lead role in developing and encouraging Cooperative Purchasing efforts among governmental entities that participate in its Cooperative Purchasing Program. Cooperative Purchasing can be a great benefit to Tarrant County vendors by providing an avenue to offer materials and services to participating entities. A current list of participating entities is included in this solicitation and an up-to-date list can be found on the Tarrant County website.

A. Should other Governmental Entities decide to participate in this contract, would you, as the Vendor, agree that all terms, conditions, specifications, and pricing would apply? **Cooperative purchasing participation is not required for award.**

_____Yes _____No

- 1) If you, the Bidder, checked Yes, the following will apply:
- a) Governmental Entities utilizing Intergovernmental Contracts with Tarrant County will be eligible, but not obligated, to purchase materials and services under the contract(s) awarded because of the solicitation. All purchases by Governmental Entities other than Tarrant County will be billed directly to that Governmental Entity and paid by that Governmental Entity. Tarrant County will not be responsible for another Governmental Entity's debts. Each Governmental Entity will order their own material and services as needed.
 - b) Delivery to governmental entities located within Tarrant County will be at no charge or as otherwise provided for in the Award Document. Delivery charges, if any, for governmental entities located outside Tarrant County shall be negotiated between the Vendor and each governmental entity.
 - c) Tarrant County utilizes County Purchase Orders as its primary means of encumbering funds and pays for goods and services utilizing Vendor invoices. In the event Governmental Entities utilizing InterGovernmental Contracts use other payment methods, including but not limited to, purchasing cards, debit cards, check requests or other methods which cause the Vendor to incur service, processing, or other fees, these fees are the responsibility of that Governmental Entity, unless otherwise negotiated with the Vendor.
 - d) Vendor(s) awarded contract(s) resulting from bid will be responsible for providing to Tarrant County, at no additional charge, a complete list of all governmental entities currently utilizing the contract and their annual expenditures. This information should be provided ninety (90) days prior to the expiration of the contract, or as otherwise requested by Tarrant County.

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Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

1. ALAMO HEIGHTS ISD	62. CITY OF BONHAM	123. CITY OF GALENA PARK
2. ALLEN ISD	63. CITY OF BOVINA	124. CITY OF GALVESTON
3. ALVARADO ISD	64. CITY OF BOWIE	125. CITY OF GANADO
4. ALVORD ISD	65. CITY OF BOYD	126. CITY OF GARLAND
5. ANNA FIRE DEPARTMENT	66. CITY OF BRIDGE CITY	127. CITY OF GATESVILLE
6. ANDERSON COUNTY	67. CITY OF BRIDGEPORT	128. CITY OF GEORGETOWN
7. ARANSAS COUNTY	68. CITY OF BROWNWOOD	129. CITY OF GLEN HEIGHTS
8. ARGYLE ISD	69. CITY OF BRYAN	130. CITY OF GODLEY
9. ARLINGTON ISD	70. CITY OF BUDA	131. CITY OF GRANBURY
10. ARMSTRONG COUNTY	71. CITY OF BURKBURNETT	132. CITY OF GRAND PRAIRIE
11. ASPERMONT ISD	72. CITY OF BURLESON	133. CITY OF GRAND SALINE
12. ATASCOSA COUNTY	73. CITY OF CADDO MILLS	134. CITY OF GRAPEVINE
13. AUBREY ISD	74. CITY OF CANTON	135. CITY OF GREENVILLE
14. AZLE ISD	75. CITY OF CARROLLTON	136. CITY OF HALTOM CITY
15. BASTROP COUNTY	76. CITY OF CASTLE HILLS	137. CITY OF HARLINGEN
16. BASTROP ISD	77. CITY OF CEDAR HILL	138. CITY OF HASLET
17. BELL COUNTY	78. CITY OF CEDAR PARK	139. CITY OF HEATH
18. BENBROOK WATER AUTHORITY	79. CITY OF CELESTE	140. CITY OF HEWITT
19. BETHANY SPEC UTILITY DIST	80. CITY OF CELINA	141. CITY OF HITCHCOCK
20. BEXAR COUNTY	81. CITY OF CIBOLO	142. CITY OF HORIZON CITY
21. BIRDVILLE ISD	82. CITY OF CLEBURNE	143. CITY OF HUDSON OAKS
22. BLUE RIDGE FIRE DEPARTMENT	83. CITY OF COCKRELL HILL	144. CITY OF HUNTSVILLE
23. BOSQUE COUNTY	84. CITY OF COLLEYVILLE	145. CITY OF HURST
24. BRANCH FIRE DEPARTMENT	85. CITY OF COLUMBUS	146. CITY OF HUTCHINS
25. BRAZORIA COUNTY	86. CITY OF COMBINE	147. CITY OF HUTTO
26. BRAZOS COUNTY	87. CITY OF COMMERCE	148. CITY OF INGLESIDE
27. BRIAR VOLUNTEER FIRE DEPT.	88. CITY OF CONVERSE	149. CITY OF IRVING
28. BROOKS CNTY CNSTBLS. PRECS 1-4	89. CITY OF COPPELL	150. CITY OF ITALY
29. BROWN COUNTY	90. CITY OF COPPERAS COVE	151. CITY OF JACKSBORO
30. BULVERDE POLICE DEPARTMENT	91. CITY OF CORINTH	152. CITY OF JONESTOWN
31. BURNET COUNTY	92. CITY OF CORSICANA	153. CITY OF JEFFERSON
32. BYNUM ISD	93. CITY OF CROWLEY	154. CITY OF KATY
33. CAMERON COUNTY	94. CITY OF CUMBY	155. CITY OF KEENE
34. CANTON ISD	95. CITY OF DALWORTHINGTON GRDN	156. CITY OF KELLER
35. CANYON ISD	96. CITY OF DE LEON	157. CITY OF KENNEDALE
36. CARROLL ISD	97. CITY OF DECATUR	158. CITY OF KERMIT
37. CARROLLTON-FARMERS BRANCH ISD	98. CITY OF DEER PARK	159. CITY OF KILLEEN
38. CASTLEBERRY ISD	99. CITY OF DENISON	160. CITY OF KRUM
39. CEDAR HILL ISD	100. CITY OF DENTON	161. CITY OF KYLE
40. CHAMBERS COUNTY	101. CITY OF DESOTO	162. CITY OF LA GRULLA
41. CHEROKEE COUNTY	102. CITY OF DIBOLL	163. CITY OF LA VERNIA
42. CITY OF ALEDO	103. CITY OF DUNCANVILLE	164. CITY OF LAKE DALLAS
43. CITY OF ALLEN	104. CITY OF EARLY	165. CITY OF LAKE WORTH
44. CITY OF ALVORD	105. CITY OF EASTLAND	166. CITY OF LANCASTER
45. CITY OF AMARILLO	106. CITY OF EL PASO	167. CITY OF LAREDO
46. CITY OF ANGLETON	107. CITY OF ELECTRA	168. CITY OF LEAGUE CITY
47. CITY OF ANNA	108. CITY OF EMORY	169. CITY OF LEANDER
48. CITY OF ARLINGTON	109. CITY OF ESCOBARES	170. CITY OF LEWISVILLE
49. CITY OF ATHENS	110. CITY OF EULESS	171. CITY OF LINDALE
50. CITY OF AUBREY	111. CITY OF EVERMAN	172. CITY OF LITTLE ELM
51. CITY OF AUSTIN	112. CITY OF FARMERS BRANCH	173. CITY OF LITTLEFIELD
52. CITY OF AZLE	113. CITY OF FARMERSVILLE	174. CITY OF LIVE OAK
53. CITY OF BALCH SPRINGS	114. CITY OF FERRIS	175. CITY OF LUBBOCK
54. CITY OF BANGS	115. CITY OF FLORESVILLE	176. CITY OF LUCAS
55. CITY OF BASTROP	116. CITY OF FLOYDADA	177. CITY OF LUFKIN
56. CITY OF BAYTOWN	117. CITY OF FOREST HILL	178. CITY OF LUMBERTON
57. CITY OF BEDFORD	118. CITY OF FORNEY	179. CITY OF MANSFIELD
58. CITY OF BELLS	119. CITY OF FORT WORTH	180. CITY OF MARSHALL
59. CITY OF BENBROOK	120. CITY OF FRISCO	181. CITY OF McALLEN
60. CITY OF BIG SPRING	121. CITY OF FULSHEAR	182. CITY OF MCKINNEY
61. CITY OF BLUE MOUND	122. CITY OF GAINESVILLE	183. CITY OF MELISSA

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Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

184.	CITY OF MERKEL	246.	CITY OF UNIVERSAL CITY	304.	FORT WORTH ISD
185.	CITY OF MESQUITE	247.	CITY OF UNIVERSITY PARK	305.	FORT WORTH TRANSP AUTHORITY
186.	CITY OF MIDLOTHIAN	248.	CITY OF VAN ALSTYNE	306.	FRANKLIN COUNTY
187.	CITY OF MINEOLA	249.	CITY OF VENUS	307.	FREESTONE COUNTY
188.	CITY OF MINERAL WELLS	250.	CITY OF VERNON	308.	FRISCO ISD
189.	CITY OF MORGAN'S POINT RESORT	251.	CITY OF WACO	309.	GLASSCOCK COUNTY
190.	CITY OF MURPHY	252.	CITY OF WATAUGA	310.	GOLIAD COUNTY
191.	CITY OF NACOGDOCHES	253.	CITY OF WAXAHACHIE	311.	GONZALES COUNTY
192.	CITY OF NEDERLAND	254.	CITY OF WEATHERFORD	312.	GRAND PRAIRIE ISD
193.	CITY OF NEW BRAUNFELS	255.	CITY OF WESTWORTH VILLAGE	313.	GRANDVIEW POLICE DEPT.
194.	CITY OF NORTH RICHLAND HILLS	256.	CITY OF WHITE SETTLEMENT	314.	GRAPEVINE\COLLEYVILLE ISD
195.	CITY OF ODESSA	257.	CITY OF WHITESBORO	315.	GRAYSON COUNTY
196.	CITY OF OVILLA	258.	CITY OF WHITEWRIGHT	316.	GREGG COUNTY
197.	CITY OF PALESTINE	259.	CITY OF WILLS POINT	317.	GRIMES COUNTY
198.	CITY OF PARKER	260.	CITY OF WILMER	318.	GUADALUPE COUNTY
199.	CITY OF PASADENA	261.	CITY OF WINNSBORO	319.	HARDIN COUNTY
200.	CITY OF PELICAN BAY	262.	CITY OF WYLIE	320.	HARRIS CNTY EMG SVCS DIST #7
201.	CITY OF PERRYTON	263.	CLAY COUNTY	321.	HARRIS CNTY EMG SVCS DIST #10
202.	CITY OF PHARR	264.	CLEAR CREEK ISD	322.	HARRIS CNTY EMG SVCS DIST #24
203.	CITY OF PLANO	265.	CLEBURNE ISD	323.	HARRIS CNTY EMG SVCS DIST #48
204.	CITY OF PORT ISABEL	266.	COCHRAN COUNTY	324.	HARRISON COUNTY
205.	CITY OF POTEET	267.	COLLIN COUNTY	325.	HAWKINS ISD
206.	CITY OF POTTSBORO	268.	COLLIN COUNTY COMM COLL DIST.	326.	HAYS COUNTY
207.	CITY OF PRINCETON	269.	COMAL COUNTY	327.	HEART OF TX REG MHMR CENTER
208.	CITY OF QUINLAN	270.	COOKE COUNTY	328.	HENDERSON COUNTY
209.	CITY OF RALLS	271.	CORYELL COUNTY	329.	HILL COUNTY
210.	CITY OF RED OAK	272.	COTTONDALE VOL FIRE DEPT	330.	HOOD COUNTY
211.	CITY OF RHOME	273.	CROWLEY ISD	331.	HOPKINS COUNTY
212.	CITY OF RICHARDSON	274.	DALLAS COUNTY	332.	HOUSING AUTH OF CITY OF AUSTIN
213.	CITY OF RICHLAND HILLS	275.	DALLAS COUNTY UTILITY AND RECLAMATION DISTRICT	333.	HUMBLE ISD
214.	CITY OF RIO GRANDE CITY	276.	DALLAS/FORT WORTH INTERNATIONAL AIRPORT BOARD	334.	HUNT COUNTY
215.	CITY OF RIVER OAKS	277.	DALLAS ISD	335.	HURST EULESS BEDFORD ISD
216.	CITY OF ROANOKE	278.	DECATUR ISD	336.	HUTCHINSON COUNTY
217.	CITY OF ROBINSON	279.	DENISON ISD	337.	IDEA PUBLIC SCHOOLS
218.	CITY OF ROCKWALL	280.	DENTON COUNTY	338.	IRVING ISD
219.	CITY OF ROUND ROCK	281.	DENTON COUNTY FRESH WATER SUPPLY DIST NO. 1-A	339.	JACK COUNTY
220.	CITY OF ROWLETT	282.	DENTON ISD	340.	JASPER COUNTY
221.	CITY OF ROYSE CITY	283.	DESOTO ISD	341.	JEFFERSON COUNTY
222.	CITY OF RUNAWAY BAY	284.	DIANA SPECIAL UTILITY DISTRICT	342.	JEFFERSON CNTY DRAIN. DIST. #7
223.	CITY OF RUSK	285.	DUNCANVILLE ISD	343.	JIM WELLS COUNTY
224.	CITY OF SACHSE	286.	DUVAL COUNTY	344.	JOHNSON COUNTY
225.	CITY OF SAGINAW	287.	EAGLE MOUNTAIN-SAGINAW ISD	345.	JOHNSON COUNTY SUD
226.	CITY OF SAN ANGELO	288.	EAST TEXAS COUNCIL OF GOVS.	346.	JOSHUA ISD
227.	CITY OF SAN BENITO	289.	ECTOR COUNTY	347.	KARNES COUNTY
228.	CITY OF SAN MARCOS	290.	ECTOR COUNTY ISD	348.	KAUFMAN COUNTY
229.	CITY OF SANGER	291.	EDDY COUNTY, NM	349.	KAUFMAN ISD
230.	CITY OF SANSOM PARK	292.	EL PASO COUNTY	350.	KELLER ISD
231.	CITY OF SEAGOVILLE	293.	EL PASO CNTY HOSP DIST DBA UNIV MEDICAL CENTER OF EL PASO	351.	KENNEDEALE ISD
232.	CITY OF SHERMAN	294.	ELECTRA ISD	352.	KERENS ISD
233.	CITY OF SOUR LAKE	295.	ELLIS COUNTY	353.	KINNEY COUNTY
234.	CITY OF SOUTHLAKE	296.	ERATH COUNTY	354.	KRUM ISD
235.	CITY OF SOUTHMAYD	297.	EVERMAN ISD	355.	LAKE DALLAS ISD
236.	CITY OF SPRINGTOWN	298.	FANNIN COUNTY	356.	LAKE WORTH ISD
237.	CITY OF STEPHENVILLE	299.	FARMERSVILLE ISD	357.	LAMAR COUNTY
238.	CITY OF SULPHUR SPRINGS	300.	FLOYD COUNTY	358.	LAMB COUNTY
239.	CITY OF TAFT	301.	FORT BEND COUNTY	359.	LAMPASAS COUNTY
240.	CITY OF TAYLOR	302.	FORT BEND COUNTY ESD#2	360.	LAVON POLICE DEPARTMENT
241.	CITY OF TEMPLE	303.	FORT WORTH HOUSING AUTHORITY	361.	LEON COUNTY
242.	CITY OF TERRELL			362.	LEONARD ISD
243.	CITY OF TEXARKANA, AR			363.	LEWISVILLE ISD
244.	CITY OF TEXARKANA, TX			364.	LIMESTONE COUNTY
245.	CITY OF THE COLONY			365.	LITTLE ELM ISD

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Entities Currently Participating in Cooperative Purchasing Program with Tarrant County

366.	LOVEJOY ISD	423.	SAN JACINTO COM COLL DIST.	480.	TOWN OF WESTLAKE
367.	LOWRY CROSSING VOL FIRE DEPT.	424.	SAN PATRICIO COUNTY	481.	TOWN OF WESTOVER HILLS
368.	LUBBOCK COUNTY	425.	SCHLEICHER COUNTY	482.	TRAVIS COUNTY
369.	MANSFIELD ISD	426.	SEABROOK VOL FIRE DEPT.	483.	TRAVIS COUNTY EMERGENCY SERVICES DISTRICT No.6
370.	MAVERICK COUNTY	427.	SENIOR CENTER RESOURCE AND PUBLIC TRANSIT, INC. OF HUNT CNTY	484.	TRAVIS COUNTY HEALTHCARE DISTRICT
371.	McKINNEY ISD	428.	SEVEN POINTS FIRE RESCUE	485.	TRINITY RIVER AUTHORITY
372.	McLENNAN COUNTY	429.	SHERMAN ISD	486.	U.S. MARSHALS SERVICE
373.	McLENNAN COMM. COLLEGE	430.	SMITH COUNTY	487.	UNIVERSITY OF NORTH TEXAS
374.	MARILEE SPECIAL UTILITY DIST.	431.	SPRINGTOWN ISD	488.	UNIVERSITY OF NORTH TEXAS HEALTH SCIENCE CENTER
375.	MEDINA VALLEY ISD	432.	SOUTH MONTGOMERY FIRE DEPT	489.	UNIVERSITY OF TEXAS AT ARLINGTON
376.	MHMR OF TARRANT COUNTY	433.	SOUTH TEXAS COLLEGE	490.	UNIVERSITY OF TEXAS AT DALLAS
377.	MIDLAND COUNTY	434.	SPAN, INC.	491.	UNIVERSITY OF TX MD ANDERSON CANCER CENTER
378.	MIDLAND ISD	435.	STARR COUNTY	492.	UPPER TRINITY REG WATER DIST.
379.	MIDWAY ISD	436.	STEPHENS COUNTY	493.	UPSHUR COUNTY
380.	MILAM COUNTY	437.	STERLING COUNTY	494.	UPTON COUNTY
381.	MILLS COUNTY	438.	STONEWALL COUNTY	495.	VAN ALSTYNE ISD
382.	MONTGOMERY COUNTY	439.	TARLETON STATE UNIVERSITY	496.	VAN ZANDT COUNTY
383.	MONTGOMERY COUNTY EMG SVCS DIST No. 10 (ESD 10)	440.	TARRANT APPRAISAL DISTRICT	497.	VERNON ISD
384.	MONTGOMERY CNTY HOSP DIST.	441.	TARRANT COUNTY 9-1-1 EMG ASSISTANCE DISTRICT	498.	VICTORIA COUNTY
385.	MOUNT PLEASANT POLICE DEPT.	442.	TARRANT COUNTY COLLEGE DIST.	499.	WACO ISD
386.	MOUNT VERNON POLICE DEPT.	443.	TARRANT COUNTY EMERGENCY SERVICES DISTRICT 1	500.	WALKER COUNTY
387.	NACOGDOCHES COUNTY	444.	TARRANT COUNTY HOSP DIST	501.	WALLER COUNTY
388.	NAVARRO COUNTY	445.	TARRANT COUNTY WORKFORCE DEVELOPMENT BOARD	502.	WARD COUNTY
389.	NEVADA VOL. FIRE DEPT.	446.	TARRANT REGIONAL WATER DIST	503.	WAXAHACHIE ISD
390.	NEW CANEY ISD	447.	TAYLOR COUNTY	504.	WEATHERFORD COLLEGE
391.	NOLAN COUNTY	448.	TEMPLE COLLEGE	505.	WEATHERFORD ISD
392.	NORMANGEE ISD	449.	TERRELL ISD	506.	WESTMINSTER FIRE DEPT.
393.	NORTH CENTRAL TX CNCL OF GOVS	450.	TEXARKANA ISD	507.	WESTON VOLUNTEER FIRE DEPT
394.	NORTH TX MUNICIPAL WATER DIST	451.	TEXAS A&M UNIVERSITY AT COMMERCE	508.	WHITE SETTLEMENT ISD
395.	NORTH TEXAS TOLLWAY AUTH	452.	TEXAS A&M UNIVERSITY-KINGSVILLE	509.	WILLIAMSON COUNTY
396.	NORTHWEST ISD	453.	TEXAS A& M UNIV.-TEXARKANA	510.	WILLIAMSON CNTY EMG SVCS DIST #3
397.	NUECES COUNTY	454.	TEXAS ALCOHOLIC BEVERAGE COMM.	511.	WILSON COUNTY
398.	OLTON POLICE DEPARTMENT	455.	TEXAS DEPT. OF PARK/WILDLIFE	512.	WINKLER COUNTY
399.	ORANGE COUNTY	456.	TEXAS DEPT. OF PUBLIC SAFETY	513.	WINNSBORO ISD
400.	ORANGE CNTY DRAINAGE DIST	457.	TEXAS WOMAN'S UNIVERSITY	514.	WISE COUNTY
401.	PALO PINTO COUNTY	458.	THE WOODLANDS TOWNSHIP	515.	WOOD COUNTY
402.	PANOLA COUNTY	459.	TITUS COUNTY	516.	YMCA OF METROPOLITAN DALLAS
403.	PARADISE ISD	460.	TML MULTI STATE INTERGOV EMPLOYEE BENEFITS POOL	517.	YOUNG COUNTY
404.	PARKER COUNTY	461.	TOM GREEN COUNTY	518.	ZAPATA COUNTY
405.	PARKER COUNTY EMERGENCY SERVICES DISTRICT 1	462.	TOWN OF ADDISON		
406.	PARMER COUNTY	463.	TOWN OF ARGYLE		
407.	PLANO ISD	464.	TOWN OF DOUBLE OAK		
408.	POTTER COUNTY	465.	TOWN OF EDGECLIFF VILLAGE		
409.	PUBLIC TRANSIT SERVICE OF MINERAL WELLS	466.	TOWN OF FAIRVIEW		
410.	QUINLAN ISD	467.	TOWN OF FLOWER MOUND		
411.	RAINS COUNTY ESD #1	468.	TOWN OF HICKORY CREEK		
412.	RANCHO VIEJO POLICE DEPT.	469.	TOWN OF HIGHLAND PARK		
413.	RANDALL COUNTY	470.	TOWN OF LAKESIDE		
414.	RED OAK ISD	471.	TOWN OF LITTLE ELM		
415.	RED RIVER COUNTY	472.	TOWN OF NORTHLAKE		
416.	REFUGIO COUNTY	473.	TOWN OF PANTEGO		
417.	REGION 9 EDUCATION SERVICE CENTER OF WICHITA	474.	TOWN OF PECOS CITY		
418.	REGION 11 EDUCATION SERVICE CENTER (ESC)	475.	TOWN OF PONDER		
419.	RICHARDSON ISD	476.	TOWN OF PROSPER		
420.	ROCKWALL COUNTY	477.	TOWN OF PROVIDENCE VILLAGE		
421.	ROUND ROCK ISD	478.	TOWN OF SUNNYVALE		
422.	SAM RAYBURN ISD	479.	TOWN OF TROPHY CLUB		

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

5. MINIMUM INSURANCE REQUIREMENTS:

- A. Vendor shall take out, pay for and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County.
- | | | | |
|----|----------------------------------|---|---|
| 1. | All Risk Cargo Insurance | — | \$10,000,000 aggregate |
| 2. | Crime Coverage | — | \$2,000,000 per occurrence |
| 3. | Commercial General Liability: | | |
| | a. Bodily Injury/Personal Injury | — | \$1,000,000 per occurrence
\$2,000,000 aggregate |
| | b. Property Damage | — | \$1,000,000 aggregate per
occurrence |
| 4. | Auto Liability | — | \$1,000,000 combined single
limit, bodily injury and property
damage for owner, hired and
non-owned vehicles |
| 5. | Worker's Compensation | — | Statutory with Employer's Liability
\$1,000,000 |
- B. Tarrant County reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by Tarrant County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Vendor.
- C. Required Provisions:
- 1) Proof of Carriage of Insurance – All Certificates of Insurance will be required in duplicate and filed with the Tarrant County Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, Texas 76196 prior to work commencing.
 - 2) All Certificates shall provide Tarrant County with an unconditional thirty (30) days written notice in case of cancellation or any major change.
 - 3) As to all applicable coverage, policies shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.
 - 4) All copies of the Certificates of Insurance shall reference the project name and solicitation number for which the insurance is being supplied.
 - 5) Vendor agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

6. **CRIMINAL BACKGROUND CHECK:**

- A. If this contract requires that Vendor personnel access Tarrant County Data (either on-site or remotely) or access secure areas of Tarrant County Facilities, then Vendor personnel may be required to undergo a Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by Tarrant County.
1. The Vendor must provide information, including, but not limited to, Employee Name, date of birth, and driver's license number for each individual required to pass a Criminal Background Check.
 2. Award of a contract could be affected by the Vendor's refusal to agree to these terms.
 3. Failure of the Vendor to supply personnel who pass a Criminal Background Check could affect the award of the contract or could result in the termination of the contract.
 4. The Criminal Background Check applies to the individual and not the Company.
 5. Passing status must be maintained by Vendor personnel for duration of the contract.

7. **INFORMATION TECHNOLOGY HOSTED OR CLOUD SOLUTION:**

- A. The following is only applicable when Vendor is providing Information Technology hosted or cloud solution:
1. **Confidentiality, Integrity, Availability (CIA)**
Vendor shall protect the Confidentiality, Integrity, and Availability (CIA) of all Tarrant County Data ensuring extra levels of security. All Tarrant County information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.
 2. **Breach Notification**
Vendor agrees that upon discovery of unauthorized access to Tarrant County Data, Vendor shall notify Tarrant County both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Vendor knows or reasonably suspect unauthorized access has or may have occurred. In the event of a suspected unauthorized Access, Vendor agrees to reasonably coordinate with Tarrant County to investigate the occurrence.
 3. **Data**
All Tarrant County data will remain in the 48 contiguous United States at all times.
 4. **Right to Audit**
Tarrant County reserves the right to audit vendor data centers which house Tarrant County Data or receive SSAE 16 SOC Type II audits from a reputable security advisory service firm (e.g. EY, Deloitte, KPMG, PWC, Coalfire, etc.).

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

Evaluation Criteria will include, but is not limited to the following:

1. Price
2. Delivery
3. Bidder's past performance record with Tarrant County
4. Tarrant County's evaluation of Bidder's ability to perform
5. Tarrant County's experience with products bid
6. Special needs and requirements of Tarrant County
7. Inspection of Bidder's facilities, vaults, armored vehicles, and verifiable security procedures.
8. References

Tarrant County reserves the right to make all awards in the best interest of Tarrant County.

Quantities indicated on the Price Forms are estimates based upon the best available information. Tarrant County reserves the right to increase or decrease the quantities to meet its actual needs without any adjustments in the bid price.

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

SPECIFICATIONS

I. OVERVIEW:

Tarrant County is seeking a licensed, insured, and experienced Vendor to provide Armored Car Transportation service for sealed shipments from various County offices to JP Morgan Chase Bank, Cash Services DFW in Fort Worth, Texas and from County office to County office. Contract award will be based upon best value for the full scope of services required. Multiple contracts will not be considered with this bid. Bidders must bid "All or None." **There is no sub-contracting allowed.**

II. REQUIREMENTS:

A. Armored Car Vendor:

1. Licensed Vendor must provide armored vehicles and armed guards to make scheduled pick-up and delivery of currency, coins, checks, change order funds (exchange funds) and/or reports and documents from various Tarrant County offices to JP Morgan Chase Bank, Cash Services DFW in Fort Worth, Texas, and to Brinks in Irving, Texas, within the time frames specified.

a. **Deposit of Currency, Coins, and Checks:**

- 1) **Currency, Coins, and Checks:** Shipments will be securely sealed and clearly labeled. All Tarrant County deposits of currency, coins, and checks will be at the JP Morgan Chase Bank, Cash Services DFW, presently located at 14800 Frey Rd., Fort Worth, Texas 76155, Phone: 1-877-305-3919. Tarrant County reserves the right to change bank depositories (within Tarrant County) during the contract period at no increase in price. Pick-ups must be delivered to the bank for next business day deposit. Deposits held overnight by the vendor must be kept in a secured and guarded vault. Tarrant County reserves the right to inspect the vendor's overnight vaults prior to an award recommendation and throughout the contract period.
- 2) If JP Morgan Chase refuses a delivery for any reason, the bag must be returned to the County department on the next scheduled stop at that location.

b. **Change Order (Exchange Fund) Service:** Locations may require change order service every day or only a few days per week.

- 1) **Currency and most Coin Change Orders:** Currency and most coin change orders are to be picked up from JP Morgan Chase Bank for delivery to County offices on the next scheduled stop at that location. This service must be provided at no additional charge.

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

- 2) Bulk Coin Change Orders: For bulk coin change orders, JP Morgan Chase Bank has outsourced bulk coin orders to Brinks, 2555 Century Lake Drive, Irving, Texas 75062. The Vendor is given a release manifest from JP Morgan Chase that includes the breakdown of currency and bulk coin orders. The Vendor then proceeds to Brinks to retrieve the bulk coin portion of the orders. There the Vendor will receive a bulk coin manifest showing just the total of bulk coin being released to the Vendor. The Vendor has already received the breakdown from JP Morgan Chase Bank, and will use that breakdown to distribute the coin orders to the Tarrant County offices. Bulk Coin orders should be delivered to Tarrant County offices on the next scheduled stop at that location. In the past sixty (60) days, this has been required two (2) to three (3) times. On the Price Forms, enter a **Per Occurrence** price to provide this service as needed (Item 31).
 - c. Awarded Vendor will be responsible for all shipments from the time the guard signs a receipt accepting each sealed shipment until shipment is delivered to its final destination and another receipt acknowledging the same is received. Receipt books must be provided by the Vendor at no additional charge.
 - d. The Vendor must provide, to Tarrant County Purchasing or their designee, a current **"signature list"** identifying all guards who will pick up deposits for Tarrant County. The list must include the guard's photo, name, date of ID expiration, and signature. This list must be updated every time there is a change in Vendor personnel. Tarrant County will not release a deposit to anyone who is not on the list and the Vendor will be held liable for any missed stops.
2. **Armored Car Vehicles:**
 - a. Armored vehicles must be a fully armored type truck or armored van. Only marked armored service type vehicles are to be used for pick-ups and deliveries. The use of private vehicles or unsecured vehicles will not be allowed. Markings must state the name of the company in sufficient size to be easily identified.
3. **Armed Guard(s):**
 - a. Professional armed guard(s), who are licensed to carry a firearm, must service each stop. Guard(s) must wear employer issued uniforms and carry an identification badge at all times while performing service for Tarrant County. Guard(s) who do not have both a uniform and identification badge will not be permitted to perform services for Tarrant County. Identification badge must include: company name, employee name, and employee photograph.

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

- b. Tarrant County will be reasonably allowed to remove any Vendor's employee from performing services under this contract for such reasons as may be necessary, at Tarrant County's discretion.
- c. Personnel of an armored car service working for the County pursuant to its armored car contract may carry firearms as authorized by their license from the State, but only into those parts of facilities as required for and in performance of their duties pursuant to the contract with the County and as permitted by law.

4. Bidder's Facilities and Security Procedures:

- a. Tarrant County reserves the right to inspect any or all bidder's facilities, vaults, armored vehicles, verifiable security procedures, etc., in order to assess the conditions under which Tarrant County's properties would be secured and handled at any time prior to a contract award recommendation and throughout the contract period.

Optional 5. Courier Service:

- a. The Tarrant County Tax Department may use this contract as a courier service to transport documents from the Tax Offices at the Sub-Courthouses to the downtown Tax Office and vice versa. The documents are in large canvas bags which may contain receipts, cancelled checks, and title paperwork. While this service is preferred as part of this contract, it is not required.
- b. The canvas bags are to be picked up and dropped off during the regular pick-up of the deposits at all of the Tax Office locations. The Vendor will be required to sign a receipt for the bags.
- c. **Pricing for Courier Service:**
If the Bidder will offer this service, enter the Per Occurrence Price to provide Courier Service for the Tax Office (Item 29).

III. PRICE FORMS:

A. Bid Prices:

- 1. Bid Prices must include the price for pick-up, transfer, and/or delivery of the shipments specified.
- 2. **Tarrant County will not pay fuel surcharge fees, excess bag fees, premise time fees, or any other fees to the Vendor to perform services under this contract.**
- 3. The Vendor must provide and deliver receipt books at no additional charge for all departments receiving services (cost must be included in the per occurrence pricing).
- 4. Do not include pricing for deposit bags. Deposit bags will be purchased under another contract.

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

- B. Building locations and pick-ups indicated on the Price Forms are those currently requiring service. Tarrant County reserves the right to add additional building locations or delete services at any building location should the need arise. Tarrant County also reserves the right to increase or decrease the number of pick-ups or change the frequency at any location by any amount deemed necessary to meet its future needs. On the Price Forms, enter Per Occurrence pricing for Additional Services (Item 30).
- C. The business hours and preferred service time window (service time window) are as indicated on the Price Forms. While pick-ups can be done at any time of business hours, the preferred service time window is optimal.
- D. **Consolidated Pick-Up Program:**
1. In an attempt to reduce costs, Tarrant County has implemented a program where some departments requiring service may meet Armored Car Guard(s) at a scheduled pick-up location or may leave their deposit with a department that is receiving service. This will require the guard to sign multiple receipt books, rather than visit multiple locations within a building. Tarrant County will not consider additional charges for this service.
 2. Please see Attachment "A" for the list of locations currently utilizing the consolidated pick-up program.
 3. Tarrant County reserves the right to add locations to the consolidated pick-up program at no additional charge.
- E. **County Holidays:**
1. There will be no pick-up required on the following County holidays:

Thanksgiving Day	President's Day
Day After Thanksgiving	Cesar Chavez Day
Christmas Eve	Good Friday
Christmas Day	Memorial Day
New Year's Day	Independence Day
Martin Luther King Jr. Day	Labor Day
 2. The official holiday schedule will be provided to the Vendor each year when the dates are approved by the Tarrant County Commissioners Court.

IV. **NON-PERFORMANCE:**

- A. No Shows will be documented and charged back monthly.
1. **No Show:** In the event that Vendor does not show up for the scheduled pick-up, Vendor agrees to a credit based on the daily price, per occurrence, deducted from monthly invoice. Vendor will be provided with a contact list for each location which will be updated quarterly. The Vendor is expected to contact the affected Tarrant County department(s) if they will be unable to provide services due to unforeseen circumstances. If Tarrant County is contacted prior to the scheduled pick-up time and agrees that the missed pick-up could not be avoided then the charge will be waived.

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

V. CHECK RECONSTRUCTION:

- A. Tarrant County will maintain an accurate record of all checks placed in any shipment to Vendor. In the event of a loss, Tarrant County agrees to promptly, diligently, and completely cooperate with Vendor in the reconstruction and replacement of lost, destroyed, or stolen checks which had been contained in any such shipment.



TARRANT COUNTY

HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) POLICY

I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, will strive to ensure that all businesses, regardless of size, economic, social or ethnic status have an equal opportunity to participate in the County's procurement processes. The County is committed to promote full and equal business opportunity for all businesses to supply the goods and services needed to support the mission and operations of county government, and seeks to encourage the use of certified historically underutilized businesses (HUBs) through the use of race, ethnic and gender neutral means. It is the policy of Tarrant County to involve certified HUBs to the greatest extent feasible in the County's procurement of goods, equipment, services and construction projects while maintaining competition and quality of work standards. The County affirms the good faith efforts of firms who recognize and practice similar business standards.

II. DEFINITIONS

Historically underutilized businesses (HUBs), also known as a disadvantaged business enterprise (DBE), are generally business enterprises at least 51% of which is owned and the management and daily business operations are controlled by one or more persons who is/are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans and other Americans of Hispanic origin, Asian Americans and American Indians.

Certified HUBs includes business enterprises that meet the definition of a HUB and who meet the certification requirements of certification agencies recognized by Tarrant County.

Businesses include firms, corporations, sole proprietorships, vendors, suppliers, contractors, subcontractors, professionals and other similar references when referring to a business that provides goods and/or services regardless of the commodity category.

Statutory bid limit refers to the Texas Local Government Code provision that requires competitive bidding for many items valued at greater than \$50,000.

III. POLICY GUIDELINES

- A. Tarrant County, its contractors, their subcontractors and suppliers, as well as all vendors of goods, equipment and services, shall not discriminate on the basis of race, color, creed, gender, age, religion, national origin, citizenship, mental or physical disability, veteran's status or political affiliation in the award and/or performance of contracts. All entities doing business or anticipating doing business with the County shall support, encourage and implement affirmative steps toward a common goal of establishing equal opportunity for all citizens and businesses of the county.
- B. Tarrant County will use and recognize the State of Texas certification process in conjunction with the implementation of this policy. The County does recognize other agencies' certifications. Tarrant County reserves the right to review the certification status of any vendor applying to do business with the County. This review will be accomplished to determine the validity and authenticity of the vendor's certification as a HUB.
- C. The Commissioners Court may establish HUB target goals. Through a systematic approach of soliciting quotes, bids and proposals from certified HUBs and in compliance with applicable state and federal law this policy will strive to meet those goals.
 1. Target goals should consider:
 - the availability of HUB firms within the specific category of goods or services to be procured; and
 - the diversity of the county's population.
 2. The goals should be reviewed and amended periodically.
 3. The program may apply to all County procurements including construction and professional services.
 4. Particular attention will be given to HUB participation on purchases in excess of the statutory bid limit.
 5. The Commissioners Court herein establishes a 20% good faith target goal for Tarrant County.

- D. Tarrant County will actively seek and encourage HUBs to participate in all facets of the procurement process by:
1. Continuing to increase and monitor a database of certified HUB vendors, professionals and contractors. The database will be expanded to include products, areas of expertise and capabilities of each HUB firm.
 2. Continuing to seek new communication links with HUB vendors, professionals and contractors to involve them in the procurement process.
 3. Continuing to advertise bids on the County's website and in newspapers including newspapers that target socially and economically disadvantaged communities.
 4. Continuing to provide bid notifications to minority Chambers of Commerce.
- E. As prescribed by law, the purchase of one or more items costing in excess of the statutory bid limit must comply with the competitive bid process. Where possible, those bids will be structured to include and encourage the participation of HUB firms in the procurement process by:
1. Division of proposed requisitions into reasonable lots in keeping with industry standards and competitive bid requirements.
 2. Where feasible, assessment of bond and insurance requirements and the designing of such requirements to reasonably permit more than one business to perform the work.
 3. Specification of reasonable, realistic delivery schedules consistent with the County's actual requirements.
 4. Specifications, terms and conditions reflecting the County's actual requirements are clearly stated, and do not impose unreasonable or unnecessary contract requirements.
- F. A HUB Policy statement shall be included in all specifications. The County will consider the bidder's responsiveness to the HUB Policy in the evaluation of bids and proposals. Failure to demonstrate a good faith effort to comply with the County's HUB policy may result in a bid or proposal being considered non-responsive to specifications.
- G. The Tarrant County Purchasing Department will actively seek the participation of HUB firms in the quotation process for purchases under the statutory bid limit. HUB firms will be identified on the computerized database and linked to the commodities they represent. Buyers will be encouraged to use available internal and external databases of certified HUB firms.

- H. Nothing in this policy shall be construed to require the County to award a contract other than to the lowest responsive bidder meeting specifications as required by law. This policy is narrowly tailored in accordance with applicable law.

IV. ADMINISTRATIVE GUIDELINES

- A. The Tarrant County Purchasing Department shall serve as the County's HUB Office with responsibility for the implementation, monitoring and general operations of the HUB policy. The Purchasing Agent shall serve as the County HUB Officer.
 - 1. The HUB Officer will establish procedures to implement this policy across the full spectrum of the procurement process. The County HUB Office will periodically review with department head and elected officials regarding procurement opportunities.
 - 2. Managing the policy and training buyers and other County personnel in order to meet County goals will be the responsibility of the HUB Office.
 - 3. The HUB Office will cooperate with other local government entities to increase HUB participation throughout the county and region. The HUB Office is encouraged to participate in educational and other outreach programs to assist HUB firms.
 - 4. The HUB Officer will receive and review complaints and recommendations regarding the implementation of the HUB Policy and the good faith efforts of bidders. Further, the HUB Office will audit for compliance to the HUB Policy on eligible projects after award, during the performance of the contract and after completion, while also making any recommendations to Commissioners Court regarding any irregularities or misrepresentation of facts as they relate to compliance with the policy. The HUB Office will review documentation submitted by HUB firms in compliance with this policy.
 - 5. An annual report along with recommendations shall be provided to the Commissioners Court and Purchasing Board. The annual report will provide statistical data and efforts reflected in the number of purchase orders, value of goods and services purchased, percentages to HUB firms, and outreach and marketing efforts. Other statistics may be required or requested by the Commissioners Court or Purchasing Board.

510 Historically Underutilized Businesses Policy

Adopted: Court Order 64788 (December 17, 1990)

Amended: Court Order 69958 (December 7, 1993)

Amended: Court Order 99651 (December 28, 2006)

Amended: Court Order 127875 (June 19, 2018)

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Tarrant County's bid process. The Purchasing Department will provide additional clarification of specifications, assistance with Price Forms, and further explanation of bidding procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Tarrant County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
Statewide HUB Program
1711 Jacinto Blvd.
PO Box 13047
Austin, Texas 78711-3047
(512) 463-5872

OR

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, Texas 76011
(817) 640-0606

If your company is already certified, attach a copy of the certification to this form and return with bid.

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NO. _____ FAX NO. _____

Indicate all that apply:

_____ Minority-Owned Business Enterprise
_____ Women-Owned Business Enterprise
_____ Disadvantaged Business Enterprise

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

REFERENCES

Please list three (3) references, **other than past or present employees of Tarrant County**, who can verify your performance as a Vendor. Performance includes, but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine Vendor's ability to provide the intended goods or service of the bid. Tarrant County **PREFERS** references to be from Government customers. References must be able to verify the quality of service Vendor's company provides and that the Bidder has completed a project of similar size and scope of work in this response. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your bid.

Failure to supply the required references will deem the bid as non-responsive and will not be considered for award.

Bidder involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

REFERENCE ONE

GOVERNMENT/COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON AND TITLE: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

SCOPE OF WORK: _____

CONTRACT PERIOD: _____

REFERENCE TWO

GOVERNMENT/COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON AND TITLE: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

SCOPE OF WORK: _____

CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH BID!

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

REFERENCES

REFERENCE THREE

GOVERNMENT/COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON AND TITLE: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

SCOPE OF WORK: _____

CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH BID!

SIGNATURE FORM

The undersigned, on behalf of and as the authorized representative of Bidder, agrees this bid becomes the property of Tarrant County after the official opening.

The undersigned affirms that the Bidder has familiarized himself with the local conditions under which the work is to be performed; satisfied himself of the conditions of delivery, handling and storage of equipment and all other matters that may be incidental to the work, before submitting a bid.

The undersigned agrees, on behalf of Bidder, that if the bid is accepted, Bidder will furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the specifications. The period for acceptance of this bid will be ninety (90) calendar days.

The undersigned affirms that they are duly authorized to execute this contract, that this bid has not been prepared in collusion with any other Bidder, nor any employee of Tarrant County, and that the contents of this bid have not been communicated to any other Bidder or to any employee of Tarrant County prior to the official opening of this bid.

Vendor hereby assigns to Tarrant County all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this solicitation. ***Failure to sign and return this form will result in the rejection of the entire bid.***

Signature _____ **X**
Authorized Representative

LEGAL NAME AND ADDRESS OF COMPANY:

Tel. No. _____ Date _____
E-Mail Address: _____ Name _____
Title _____
FAX No. _____

AFTER HOURS EMERGENCY CONTACT:

Name: _____ Tel. No. _____

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND THREE (3) COPIES MUST BE RETURNED WITH BID!



Did you sign and submit all
required forms?
If not, your Bid will be
rejected!

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

COMPANY IS:

Business included in a Corporate Income Tax Return? _____YES _____NO

_____Corporation organized & existing under the laws of the State of _____

_____Partnership consisting of _____

_____Individual trading as _____

_____Principal offices are in the city of _____

DUNS Number: _____

CAGE Code: _____

COMPLIANCE WITH FEDERAL AND STATE LAWS

CERTIFICATION OF ELIGIBILITY

By submitting a Bid in response to this solicitation, the Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of Bid submission and time of award, the Bidder will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

RELATING TO STATE CONTRACTS WITH AND INVESTMENTS IN COMPANIES THAT BOYCOTT ISRAEL AND INVESTMENTS IN COMPANIES THAT DO BUSINESS WITH IRAN, SUDAN, OR ANY KNOWN FOREIGN TERRORIST ORGANIZATIONS.

Bidder verifies that they do not boycott Israel and will not boycott Israel in accordance with Texas Government Code Sections 2270.001(2) and 808.001 during the term of this contract. Bidder further verifies that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States Secretary of State as authorized by 8 U.S.C. Section 1189.

DISCLOSURE OF INTERESTED PARTIES

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Tarrant County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

Signature _____X

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND THREE (3) COPIES MUST BE RETURNED WITH BID!

ANNUAL CONTRACT FOR ARMORED CAR SERVICES

AFFIRMATIONS/FORMS/DOCUMENTS

✓ Check Indicates Completion	
	1. <u>References.</u> Bidder has provided references, other than Tarrant County. References must be able to verify the quality of service the company provides and that the company has completed a project of similar size and scope of work in this bid.
	2. <u>Signatures.</u> All forms requiring a signature must be signed. Bids not signed will be rejected.
	3. <u>Price Forms.</u> All sections of Price Forms have been completed.
	4. Bidder has acknowledged Secondary/Alternate Award in the Special Terms and Conditions on page 5.
	5. <u>Insurance Certificates (If required).</u> Bidders must submit all Insurance Certificates prior to commencement of work. If no insurance requirements specified, mark N/A.
	6. <u>Addenda.</u> When applicable, Bidder acknowledges receipt of all Addenda and any revised Forms. Bidder must sign and submit any required signature forms.
	7. It is the Bidders' sole responsibility to print and review all pages of the bid document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on the form renders bid non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance With Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire bid.
	8. Bidder has read, understands, and agrees to Tarrant County's Criminal Background Check requirements.
	9. Accuracy for all mathematical and numerical entries is the sole responsibility of the Bidder. Tarrant County will not be responsible for errors made by the Bidder.
	10. Bidder's company is registered on TVORS (Tarrant Vendor On-Line Registration System).
	11. Bidder has sealed and marked the envelope with the Company Name, RFB Number, Bid Title, and due date.

THE ORIGINAL AND THREE (3) COPIES OF THIS FORM SHOULD BE RETURNED WITH BID!

NO-BID RESPONSE

In the event that your organization chooses not to submit a bid/proposal for this solicitation, the Tarrant County Purchasing Department is interested in the reasons why vendors have chosen not to submit bids/proposals in order to better serve the taxpayers of Tarrant County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- ☐ Could not meet specifications.
- ☐ Items or materials requested not manufactured by us or not available to our company.
- ☐ Insurance requirements too restricting.
- ☐ Bond requirements too restricting.
- ☐ The scope of services not clearly understood or applicable (too vague, too rigid, etc.)
- ☐ The project not suited to our organization.
- ☐ Quantities too small.
- ☐ Insufficient time allowed for preparation of bid/proposal.
- ☐ Other (please specify).

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to:

Tarrant County Purchasing Department
100 E. Weatherford, Suite 303
Fort Worth, TX 76196-0104

RFB FOR ANNUAL CONTRACT FOR ARMORED CAR SERVICE

PRICE FORMS

1. What is your Texas Department of Public Safety License Number _____

2. What is your maximum wait time and when does the wait time begin? _____

NOTE: AVG DEPOSIT, AVG CASH, HIGHEST DEPOSIT, and HIGHEST DEPOSIT are estimates only.

BUILDING LOCATION				PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
3. ADMINISTRATION BUILDING 100 E. WEATHERFORD STREET FORT WORTH, TX 76102									
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY						
1. Tax Office - Property Tax (1st Floor)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 1,001,134.00	\$ 94,040.00	\$ 2,600,000.00	\$ 1,900,000.00
2. Tax Office - Motor Vehicle (2nd Floor)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 119,970.00	\$ 10,500.00	\$ 302,000.00	\$ 21,000.00
3. Auditor's Office (Suite 506)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 142,000.00	\$ 400.00	\$ 565,000.00	\$ 7,400.00

BUILDING LOCATION				PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
4. 1895 COUNTY COURTHOUSE 100 W. WEATHERFORD STREET FORT WORTH, TX 76102									
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY						
1. County Clerk - Room B65	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 32,600.00	\$ 1,650.00	\$ 400,000.00	\$ 6,700.00
2. Justice of the Peace 1 (JP1) - Room 450	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	No	\$ 1,658.00	\$ 1,435.00	\$ 12,284.00	\$ 12,240.00
3. Law Library - Room 420	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	1 Day/Wk. (Friday)	\$	No	\$ 500.00	\$ 500.00	\$ 600.00	\$ 600.00

BIDDER MUST BID ALL OR NONE!

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PRICE FORMS

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BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
5. THOMAS R. WINDHAM FORT WORTH POLICE DEPARTMENT / TARRANT COUNTY JAIL 350 W BELKNAP STREET FORT WORTH, TX 76102										
PICK-UP:										
1. Justice of Peace #5 (Suite 112-C)										
BUSINESS HOURS										
PREFERRED SERVICE TIME WINDOW										
FREQUENCY										
8:00 A.M. - 5:00 P.M.										
9:00 A.M. - 4:00 P.M.										
Monday - Friday, Daily										

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
6. CRIMINAL JUSTICE BUILDING 200 W. BELKNAP STREET FORT WORTH, TX 76102										
PICK-UP:										
1. Community Supervision & Corrections										
BUSINESS HOURS										
PREFERRED SERVICE TIME WINDOW										
FREQUENCY										
8:00 A.M. - 5:00 P.M.										
9:00 A.M. - 4:00 P.M.										
Monday - Friday, Daily										

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
7. FAMILY LAW CENTER 200 E. WEATHERFORD STREET FORT WORTH, TX 76102										
PICK-UP:										
1. Child Support (2nd Floor, East Wing)										
2. District Clerk - 2nd Floor - Family (Suite 3003)										
BUSINESS HOURS										
PREFERRED SERVICE TIME WINDOW										
FREQUENCY										
8:00 A.M. - 5:00 P.M.										
9:00 A.M. - 4:00 P.M.										
Monday - Friday, Daily										

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PRICE FORMS

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BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
8. TIM CURRY CRIMINAL JUSTICE CENTER 401 WEST BELKNAP STREET FORT WORTH, TX 76102										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. County Clerk (Lower Plaza)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		Yes	\$ 9,000	\$ 7,300	\$ 41,500	\$ 41,000
2. District Clerk (3rd Floor - Criminal #3029)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		No	\$ 12,000	\$ 1,700	\$ 61,000	\$ 5,300
3. District Attorney - Worthless Check Dept. (Basement)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		Yes	\$ 10,000	\$ 5,000	\$ 51,000	\$ 58,000
Additional Bag Criminal Courts Administration						No	\$ 375	\$ 0.00	\$ 1,220	\$ 100

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
9. SOUTHLAKE SUB-COURTHOUSE 1400 MAIN STREET SOUTHLAKE TX 76092										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Tax Office (Suite 110)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		Yes	\$ 465,000	\$ 10,191	\$ 813,000	\$ 40,000
2. County Clerk Vital Records (Suite 140)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		Yes	\$ 200	\$ 175	\$ 700	\$ 643
Additional Bag Health Travel						No				
Additional Bag Passports						Yes	\$ 1,500	\$ 0.00	\$ 4,600	\$ 0.00
3. Justice of the Peace 3 (JP3) (Suite 220)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		No	\$ 600	\$ 200	\$ 11,000	\$ 10,000
4. Constable (Suite 240)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	1 Day/Month (Thursday following the 1st Monday of each Month)	\$		Yes	\$ 358,177	\$ 0.00	\$ 416,277	\$ 0.00

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RFB FOR ANNUAL CONTRACT FOR ARMORED CAR SERVICE

PRICE FORMS

NOTE: AVG DEPOSIT, AVG CASH, HIGHEST DEPOSIT, and HIGHEST DEPOSIT are estimates only.

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
10. NORTHEAST SUB-COURTHOUSE 645 GRAPEVINE HIGHWAY HURST, TX 76054										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Tax Office (Suite 100)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 457,000	\$ 39,235	\$ 725,000	\$ 92,000	
2. County Clerk Vital Records (Suite 120)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 450	\$ 440	\$ 1,200	\$ 1,100	
Additional Bag Passports					yes	\$ 750	\$ 0.00	\$ 1,400	\$ 0.00	
3. Justice of the Peace (JP3) (Suite 220)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	No	\$ 2,063	\$ 600	\$ 6,834	\$ 6,000	

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
11. NORTHWEST SUB-COURTHOUSE 6713 TELEPHONE ROAD FORT WORTH, TX 76135										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Tax Office	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 346,520.00	\$ 91,145.00	\$ 635,000.00	\$ 260,000.00	
2. County Clerk Vital Records (Suite 202)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 550.00	\$ 475.00	\$ 1,200.00	\$ 1,000.00	
Additional bag Passports			Monday - Friday, Daily		yes	\$ 650.00	\$ 0.00	\$ 2,600.00	\$ 0.00	
3. Justice of the Peace (JP4) (Suite 201)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 4,303.00	\$ 891.00	\$ 11,598.00	\$ 3,914.00	

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RFB FOR ANNUAL CONTRACT FOR ARMORED CAR SERVICE

PRICE FORMS

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BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
12.	CHARLES GRIFFIN SUB-COURTHOUSE 3212 MILLER AVENUE FORT WORTH, TX 76119									
	PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY						
	1. Tax Office	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 181,250	\$ 76,347	\$ 342,000	\$ 200,000
	2. Public Health	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	No	\$ 198	\$ 195	\$ 528	\$ 500
	3. County Clerk Vital Records	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 460	\$ 450	\$ 792	\$ 770

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
13.	CHARLES GRIFFIN ADMINISTRATION 3500 MILLER AVENUE FORT WORTH, TX 76119									
	PICK-UP:		BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY					
1. Justice of the Peace #8		8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Unk	\$ 6,600	\$ 928	\$ 14,996	\$ 2,596

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
14.	LONNELL E. COOPER CRIMINAL JUSTICE CENTER 3210 MILLER AVENUE FORT WORTH, TX 76119					Deposits all Money Orders				
	PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY						
	1. Community Supervision and Corrections					No	\$ 6,600	\$ 6,600	\$ 11,600	\$ 11,600

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BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
15. SOUTHEAST SUB-COURTHOUSE ANNEX 724 EAST BORDER STREET ARLINGTON, TX 76010							Deposits all Money Orders			
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Community Supervision and Corrections	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily							
				\$	No	\$ 3,000	\$ 3,000	\$ 5,800	\$ 5,800	

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
16. SUB-COURTHOUSE IN ARLINGTON 700 E. ABRAM STREET ARLINGTON, TX 76010										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Tax Office (Suite 100)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily							
				\$	Yes	\$ 398,445	\$ 75,574	\$ 645,000	\$ 150,000	
				\$	Yes	\$ 750	\$ 700	\$ 1,300	\$ 1,250	
2. County Clerk Vital Records (Suite 101)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 600	\$ 0.00	\$ 2,000	\$ 0.00	
Additional Bag Passports					Yes					

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
17. DICK ANDERSEN FACILITY 3829 ALTAMESA BOULEVARD FORT WORTH, TX 76133							Deposits all Money Orders			
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Community Supervision and Corrections	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily							
				\$	No	\$ 2,600	\$ 2,600	\$ 5,700	\$ 5,700	

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BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
18. DR. MARION J. BROOKS PUBLIC HEALTH BUILDING 1101 S. MAIN STREET FORT WORTH, TX 76104										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Public Health Department (Suite 2400 Business Office)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		No	\$ 8,929	\$ 8,500	\$ 25,659	\$ 25,000

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
19. DIONNE PHILLIPS BAGSBY SOUTHWEST SUB-COURTHOUSE 6551 GRANBURY ROAD FORT WORTH, TX 76133										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. County Clerk Vital Records	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		Yes	\$ 600	\$ 500	\$ 1,200	\$ 1,100
Additional Bag Passports						Yes	\$ 1,025	\$ -	\$ 2,750	\$ -
2. Tax Office	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		Yes	\$ 375,582	\$ 66,009	\$ 637,000	\$ 270,000
3. Justice of the Peace 6 (JP6)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$		No	\$ 7,733	\$ 2,424	\$ 17,537	\$ 7,315
4. Public Health Department	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	1 day/wk. (Thursday)	\$		No	\$ 317	\$ 300	\$ 463	\$ 450

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BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
20. HEALTH DEPARTMENT 536 RANDOL MILL ROAD ARLINGTON, TX 76011										
PICK-UP:		BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY						
1. Public Health Department		8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	2 days/wk. (Tuesday & Friday)	\$	No	\$ 586	\$ 575	\$ 1,627	\$ 1,500

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
21. HEALTH DEPARTMENT 6601 WATAUGA RD., SUITE 122 WATAUGA, TX 76148										
PICK-UP:		BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY						
1. Public Health Department		8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	1 day/wk. (Thursday)	\$	No	\$ 565	\$ 550	\$ 989	\$ 900

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
22. TARRANT COUNTY PLAZA BUILDING 200 TAYLOR STREET, SUITE 301 FORT WORTH, TX 76102										
PICK-UP:		BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY						
1. County Clerk Vital Records (Suite 301)		8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 1,500	\$ 1,200	\$ 2,300	\$ 2,000

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RFB FOR ANNUAL CONTRACT FOR ARMORED CAR SERVICE

PRICE FORMS

NOTE: AVG DEPOSIT, AVG CASH, HIGHEST DEPOSIT, and HIGHEST DEPOSIT are estimates only.

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH		
23. HEALTH DEPARTMENT 4200 SOUTH FREEWAY, P15 (LA GRAN PLAZA) FORT WORTH, TX 76115												
PICK-UP:				BUSINESS HOURS							PREFERRD SERVICE TIME WINDOW	FREQUENCY
1. Public Health Department				8:00 A.M. - 5:00 P.M.							9:00 A.M. - 4:00 P.M.	1 day/wk. (Thursday)
					\$	No	\$ 1,880	\$ 1,800	\$ 2,627	\$ 2,500		

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH		
24. JPS HEALTH CENTER - LOWER LEVEL ENTRANCE 201 EAST PLAZA BOULEVARD HURST, TX 76053												
PICK-UP:				BUSINESS HOURS							PREFERRED SERVICE TIME WINDOW	FREQUENCY
1. Community Supervision and Corrections				8:00 A.M. - 5:00 P.M.							9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily
					\$	No	\$ 4,000	\$ 4,000	\$ 8,600	\$ 8,600		

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH		
25. NORTHWEST SUB-COURTHOUSE ANNEX 3800 ADAM GRUBB ROAD FORT WORTH, TX 76135												
PICK-UP:				BUSINESS HOURS							PREFERRED SERVICE TIME WINDOW	FREQUENCY
1. Public Health Department (Suite 400)				8:00 A.M. - 5:00 P.M.							9:00 A.M. - 4:00 P.M.	1 day/wk. (Thursday)
					\$	No	\$ 641	\$ 600	\$ 1,042	\$ 1,000		
2. Community Supervision and Corrections (Suite 100)				8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	No	\$ 2,500	\$ 2,500	\$ 15,500	
					\$	No	\$ 2,500	\$ 2,500	\$ 15,500	\$ 15,500		

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BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
26. MANSFIELD SUB-COURTHOUSE 1100 E. BROAD STREET MANSFIELD, TX 76063										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Tax Office (Suite 100)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 268,928	\$ 21,000	\$ 270,000	\$ 50,000	
2. JP #7	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily		Yes	\$ 2,500	\$ 900	\$ 5,000	\$ 2,000	
2. County Clerk Vital Records (Suite 200)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	Yes	\$ 230	\$ 200	\$ 662	\$ 575	

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
27. TOM VANDERGRIFF CIVIL COURTS BUILDING 100 N. CALHOUN STREET FORT WORTH, TX 76102										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. District Clerk's Office (2nd Floor, Suite 2102)	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	Monday - Friday, Daily	\$	No	\$ 28,000	\$ 377	\$ 329,000	\$ 6,800	

BUILDING LOCATION					PER OCCURRENCE PRICE	DEPT RETAINS SCANNED COPY OF CHECK	AVG DEPOSIT	AVG CASH	HIGHEST DEPOSIT	HIGHEST CASH
28. ADULT HEALTH SERVICES 2596 E. ARKANSAS LANE ARLINGTON, TX 76014										
PICK-UP:	BUSINESS HOURS	PREFERRED SERVICE TIME WINDOW	FREQUENCY							
1. Public Health Department, Suite 190	8:00 A.M. - 5:00 P.M.	9:00 A.M. - 4:00 P.M.	1 day/wk. (Wednesday)	\$	No	\$ 223	\$ 200	\$ 788	\$ 700	

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PRICE FORMS

29. COURIER SERVICE FOR TAX OFFICE (Optional)

PER OCCURRENCE
PRICE

Total Monthly Price to Provide Courier Service for the Tax Office during their scheduled stops.
zero (0) if this service will be provided an no additional charge).

(enter

\$

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PRICE FORMS

30. LIST PRICES FOR ADDITIONAL SERVICES:

Add Service to an Existing Building Location Listed Above	PER OCCURRENCE PRICE
1 pick-up per day - 1 day per month - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 2 days per month - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 1 day per week - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 2 days per week - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 3 days per week - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 4 days per week - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 5 days per week - Minimum 8 Hour Service Time Window	\$

Add Service to a New Building Location Address	PER OCCURRENCE PRICE
1 pick-up per day - 1 day per month - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 2 days per month - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 1 day per week - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 2 days per week - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 3 days per week - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 4 days per week - Minimum 8 Hour Service Time Window	\$
1 pick-up per day - 5 days per week - Minimum 8 Hour Service Time Window	\$

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PRICE FORMS

31.	BULK COIN CHANGE ORDERS	PER OCCURENCE PRICE
	Enter <u>Per Occurrence Price</u> to pick up bulk coin change orders at Brinks, 2555 Century Lake Drive, Irving TX 75062. For evaluation purposes, Tarrant County will multiply the per occurrence price entered by 12 (estimated quantity for a year). Enter zero (0) if this service will be provided at no additional charge.	\$

32.	ARMORED VEHICLE INVENTORY:
-----	-----------------------------------

Provide a list of the armored vehicles currently in inventory that would be used under this contract.
(attach additional page if necessary)

VEHICLE MAKE		VEHICLE MODEL	YEAR	QUANTITY

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PRICE FORMS

33. SECURITY MEASURES:

Explain your security measures for deposits held overnight in your facility vault:

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PRICE FORMS

34. **EMPLOYEE BACKGROUND CHECK PROCEDURES:**

Explain your employee screening and background check procedures:

[illegible]

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PRICE FORMS

35. NEW TECHNOLOGY (FOR INFORMATIONAL PURPOSES ONLY - WILL NOT BE CONSIDERED IN EVALUATION):

Please tell us about any new technologies that are available for handling the transfer of cash to the bank (ex. Reverse vaults):

[illegible]

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Please cut out and affix to the outside of your response package



**TARRANT COUNTY
SEALED BID/PROPOSAL/RESPONSE**

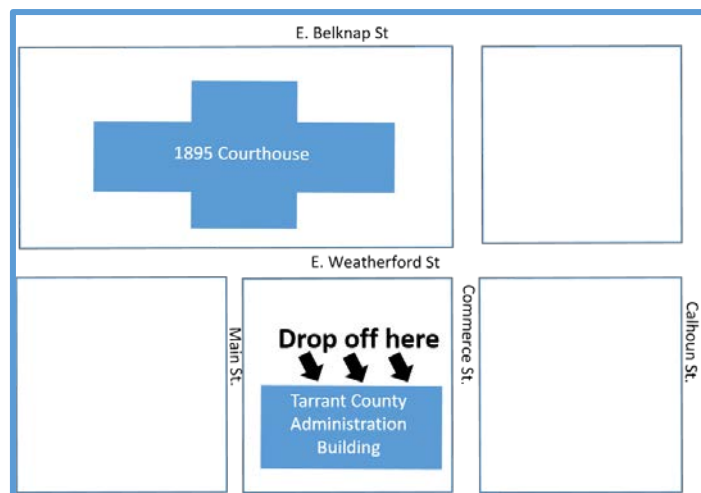
RFB No. 2020-078

**ANNUAL CONTRACT FOR ARMORED CAR
SERVICES**

Due Date: FEBRUARY 3, 2020 AT 2:00 P.M.

**Tarrant County Administration Building
ATTN: Purchasing Department
100 E. Weatherford St., Third Floor, Suite 303
Fort Worth, Texas 76196-0104**

Street View



Building View

