



## Harris County, Texas

1001 Preston St., Suite 934  
Houston, Texas 77002

### Commissioners Court

#### Request for Court Action

File #: 23-0480

Agenda Date: 1/31/2023

Agenda #: 279.

**Department:** Purchasing

**Department Head/Elected Official:** DeWight Dopslauf

**Regular or Supplemental RCA:** Regular RCA

**Type of Request:** Contract - Renewal

**Project ID** (if applicable): 190406

**Vendor/Entity Legal Name** (if applicable): Imperial Bag & Paper Co. LLC dba Great Southwest Paper Co. Inc.

**MWDBE Contracted Goal** (if applicable): N/A

**MWDBE Current Participation** (if applicable): N/A

**Justification for 0% MWDBE Participation Goal:** 0% - Non-Divisible

#### Request Summary (Agenda Caption):

Request for approval of a renewal option with Imperial Bag & Paper Co. LLC dba Great Southwest Paper Co. Inc. for bathroom and kitchen paper products and related items for Harris County for the period of April 1, 2023 - March 31, 2024, at a cost of \$757,723 (190406), Justification for 0% MWDBE Participation Goal: 0% - Non-Divisible.

#### Background and Discussion:

Request for approval of a renewal option with Great Southwest Paper Co., Inc. for Bathroom and Kitchen Paper Products and Related Items for Harris County for the period of April 1, 2023 - March 31, 2024 at a cost of \$757,723 (190406), MWDBE Contracted Goal: 0% Non-Divisible.

#### Expected Impact:

Award of this contract will allow the awarded vendor for this contract to continue providing Bathroom and Kitchen Paper Products and Related Items for Harris County with the same level and quality of service already being provided.

**Alternative Options:** N/A

#### Alignment with Goal(s):

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

Presented to Commissioners Court

January 31, 2023

Approve: G/E

- \_ Environment
- \_ Governance and Customer Service

**Prior Court Action** (if any):

Date	Agenda Item #	Action Taken
4/7/20		Awarded Contract - Job No. 19/0406
4/13/21	173	Approved 1 <sup>st</sup> one-year Renewal Option
3/22/22	197	Approved 2 <sup>nd</sup> one-year Renewal Option

**Location:**

Address (if applicable):

Precinct(s): Countywide

<b>Fiscal and Personnel Summary</b>			
Service Name	Bathroom and Kitchen Paper Products		
	<b>FY 23</b>	<b>FY 24</b>	<b>Next 3 FYs</b>
<b>Incremental Expenditures (do NOT write values in thousands or millions)</b>			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
<b>Total Incremental Expenditures</b>	\$	\$	\$
<b>Funding Sources (do NOT write values in thousands or millions)</b>			
<b>Existing Budget</b>			
Choose an item.	\$757,723	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Current Budget</b>	\$757,723	\$	\$
<b>Additional Budget Requested</b>			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
<b>Total Additional Budget Requested</b>	\$	\$	\$
<b>Total Funding Sources</b>	\$757,723	\$	\$
<b>Personnel</b> (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
<b>Total Personnel</b>	-	-	-

**Anticipated Court Date:** January 31, 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:** Kandy Buntyn - HCSO, Amber Seastrunk, Manager - FPM, Derek Philips - PCT1, Martha Alvarez - Pct4, Charles Schmitt - FCD, Corey Douglas - Contracts Administrator, Purchasing Department

**Attachments** (if applicable): Letter



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

January 19, 2023

Commissioners Court  
Harris County, Texas

**RE: Job No. 190406**

Members of Commissioners Court:

Please approve the renewal for the following:

**Description:** Bathroom and Kitchen Paper Products and Related Items for Harris County

**Vendor(s):** Imperial Bag & Paper Co. LLC dba Great Southwest Paper Co. Inc.

**Term:** 04/01/2023 - 03/31/2024

**Renewal Options:** 3 of 4

**Amount:** \$757,723

**Bond(s):** No

**Reviewed By:**

- Harris County Purchasing
- Facilities & Property Maintenance
- Flood Control District
- Sheriff's Office
- Precinct 1
- Precinct 4

Sincerely,

DeWight Dopslauf  
Purchasing Agent

CTD  
cc: Vendor(s)

**FOR INCLUSION ON COMMISSIONERS COURT AGENDA JANUARY 31, 2023**

