



## Harris County, Texas

1001 Preston St., 1st Floor  
Houston, Texas 77002

### Commissioners Court

#### Request for Court Action

File #: 24-6946

Agenda Date: 10/29/2024

Agenda #: 321.

Department: Purchasing

Department Head/Elected Official: Paige McInnis

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Renewal

Project ID (if applicable): 210284

Vendor/Entity Legal Name (if applicable): Imperial Bag & Paper Co. LLC, DBA Great Southwest Paper

MWDBE Contracted Goal (if applicable): 30%

MWDBE Current Participation (if applicable): 80.5%

Justification for 0% MWDBE Participation Goal: N/A - Goal is not 0% and is listed above

	YES	NO	ABSTAIN
Judge Lina Hidalgo	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Rodney Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Adrian Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Tom S. Ramsey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Lesley Briones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### Request Summary (Agenda Caption):

Request for approval of a renewal option with Imperial Bag & Paper Co. LLC, DBA Great Southwest Paper for plastic liner (poly) bags and related items for Harris County for the period of November 1, 2024 - October 31, 2025 at a cost of \$327,521 (210284), MWDBE Contracted Goal: 30%, MWDBE Current Participation: 80.5%.

#### Background and Discussion:

Request approval of second of four one-year renewal options of the term contract for Plastic Liner (Poly) Bags and Related Items for Harris County. Job No. 21/0284 was awarded to Imperial Bag & Paper Co. LLC DBA Great Southwest Paper Co. Inc. on October 26, 2021.

#### Expected Impact:

Renewal of this contract will allow the awarded supplier for this contract to continue providing Plastic Liner (Poly) Bags 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

October 29, 2024

Approve: G/E

- ☐ Environment  
☐ Governance and Customer Service

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

Date	Agenda Item #	Action Taken
10/26/2021	269	Award
9/13/2022	260	Renewal No. 1
10/10/2023	260	Renewal No. 2

**Location:**

Address (if applicable):

Precinct(s): Countywide

**Fiscal and Personnel Summary**

Service Name	Plastic Liner (Poly) Bags			
	Current Fiscal Year Cost			Annual Fiscal Cost
	Labor	Non-Labor	Total	Recurring Expe
<b>Funding Sources</b>				
<b>Existing Budget</b>				
1000 - General Fund	\$	\$327,521	\$327,521	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Current Budget	\$	\$327,521	\$327,521	\$
<b>Additional Budget Request</b> ( <i>Requires Fiscal Review Request Form</i> )				
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Additional Budget Request	\$	\$	\$	\$
<b>Total Funding Request</b>	\$	\$	\$	\$
<b>Personnel</b> (Fill out section only if requesting new PCNs)				
Current Position Count for Servic	-	-	-	-
Additional Positions Request	-	-	-	-
<b>Total Personnel</b>	-	-	-	-

**Anticipated Court Date:** 10/29/2024**Anticipated Implementation Date (if different from Court date):** 10/29/2024**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

**Contact(s) name, title, department:** Derek Phillips, AP Manager, Precinct 1; Martha Alvarez, Procurement Specialist, Precinct 4; Kandy Buntyn, Purchasing Manager, Sheriff's Office; Margaret Obot, Senior Buyer Purchasing

**Attachments** (if applicable): Letter



**Paige McInnis**  
**Harris County Purchasing Agent**

October 21, 2024

Commissioners Court  
Harris County, Texas

**RE: Job No. 210284**

Members of Commissioners Court:

Please approve the renewal for the following:

**Description:** Plastic Liner (Poly) Bags and Related Items for Harris County

**Vendor(s):** Imperial Bag & Paper Co. LLC, DBA Great Southwest Paper

**Term:** 11/01/2024 - 10/31/2025

**Renewal  
Options:** 3 of 4

**Amount:** \$327,521

**Bond(s):** No

**Reviewed By:** • Harris County Purchasing • Precinct 4  
• Precinct 3 • Sheriff's Office

Sincerely,

*Paige McInnis*

Paige McInnis  
Purchasing Agent

LHE  
cc: Vendor(s)

**FOR INCLUSION ON COMMISSIONERS COURT AGENDA OCTOBER 29, 2024**

