



Harris County, Texas

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

Commissioners Court

Request for Court Action

File #: 24-2777

Agenda Date: 5/7/2024

Agenda #: 180.

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Renewal

Project ID (if applicable): 210102

Vendor/Entity Legal Name (if applicable): Dahill Office Technology Corporation dba Xerox Business Solution Southwest

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 Dahill Office Technology Corporation dba Xerox Business Solution Southwest for high speed and color photocopier services and related items for Harris County and the Flood Control District for the period of June 1, 2024 - May 31, 2025 at a cost of \$530,140 (210102), Justification for 0% MWDBE Participation Goal: 0% - Non-Divisible.

Background and Discussion: High speed and color photocopiers services and related items for the Harris County and the Flood Control District. The contract enables the County to have an enhanced photocopier with high speed and color capabilities. This is the 3rd renewal.

Expected Impact:

Photocopier services for producing material necessary for the various divisions through-out the County

Alternative Options:

N/A

Alignment with Goal(s):

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

Presented to Commissioners Court

May 7, 2024

Approve: G/E

x_ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
06/08/21	239	Award
05/24/22	202	1 st Renewal
05/16/23	249	2 nd Renewal

Location: All Harris County

Address (if applicable):

Precinct(s): Choose an item.

Fiscal and Personnel Summary

Service Name			
	Current Fiscal Year Cost		
			Annual Fiscal Cost
	Labor	Non-Labor	Total
			Recurring Expenses

Funding Sources**Existing Budget**

1000 - General Fund	\$	\$530,140	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Current Budget	\$	\$530,140	\$	\$

Additional Budget Request (*Requires Fiscal Review Request Form*)

Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Choose an item.	\$	\$	\$	\$
Total Additional Budget Request	\$	\$	\$	\$
Total Funding Request	\$	\$	\$	\$

Personnel (Fill out section only if requesting new PCNs)

Current Position Count for Service	-	-	-	-
Additional Positions Request	-	-	-	-
Total Personnel	-	-	-	-

Anticipated Court Date: 5/7/24**Anticipated Implementation Date (if different from Court date): 6/1/24****Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department: Martha Sloan, Contracts Administrator, Harris County Purchasing

Attachments (if applicable): Letter



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

April 26, 2024

Commissioners Court
Harris County, Texas

RE: Job No. 210102

Members of Commissioners Court:

Please approve the renewal for the following:

Description: High Speed and Color Photocopier Services and Related Items for Harris County and the Harris County Flood Control District

Vendor(s): Dahill Office Technology Corporation dba Xerox Business Solution Southwest

Term: 06/01/2024 - 05/31/2025

Renewal Options: 3 of 4

Amount: \$530,140

Bond(s): No

Reviewed By: • Harris County Purchasing • Administrative Office of the District Courts
• District Clerk's Office • Sheriff's Office

Sincerely,

DeWight Dopslauf
Purchasing Agent

MJS
cc: Vendor(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA MAY 07, 2024

