



Harris County, Texas

1001 Preston St., Suite 934
Houston, Texas 77002

Commissioners Court

Request for Court Action

File #: 23-5294

Agenda Date: 9/19/2023

Agenda #: 347.

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Financial Authorization

Project ID (if applicable): N/A

Vendor/Entity Legal Name (if applicable): Creative Solutions Software

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Participation (if applicable): N/A

Justification for 0% MWDBE Participation Goal: Exempt - Sole Source

Request Summary (Agenda Caption):

Request for approval of a sole source exemption from the competitive bid requirements and a renewal option with Creative Solutions Software in the amount of \$78,100 for electronic fare and data collection system for the period of March 1, 2024 - February 28, 2025, Justification for 0% MWDBE Participation Goal: Exempt - Sole Source.

Background and Discussion:

Request to renew vendor contract ; Creative Software Solutions provides the Electronic Fare and Data Management System for the Harris County RIDES program. Original contract awarded in 2010, the vendor was selected through the RFP competitive process. This renewal will exercise year 3 of 4 renewal options. Contract expires February 28, 2024. The system provides electronic fare cards and data management supporting the Harris County RIDES coordinated program which provides transportation services serving elderly, disabled and venerable low-income populations. This service is provided by Federal Transit grant funding.

Expected Impact:

Continuation of data management and electronic fare cards using current vendor.

Alternative Options:

If contract not renewed, the program would not have an administrative management tool or electronic payment method for clients to travel.

Alignment with Goal(s):

- ☐ Justice and Safety
☒ Economic Opportunity

Presented to Commissioners Court

September 19, 2023

Approve: G/B

- ☐ Housing
- ☒ Public Health
- ☒ Transportation
- ☐ Flooding
- ☐ Environment
- ☐ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
5/25/2021	244	Award
2/22/2022	287	1 st renewal
2/21/2023	356	2nd renewal

Location:

Address (if applicable): N/A

Precinct(s): Choose an item.

Fiscal and Personnel Summary			
Service Name			
	FY 23	FY 24	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$	\$	\$
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
Grant	78000\$	78000\$	78000\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	78000\$	78000\$	78000 \$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$	\$	\$
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-

Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Court Date: September 19, 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: Vernon S. Chambers, Assistant Director, Community Services Department
-Azadeh Rahmdel, Buyer, Purchasing Department

Attachments (if applicable): Letter



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

September 08, 2023

Commissioners Court
Harris County, Texas

RE: Sole Source Exemption - Local Government Code § 262.204 (a)(7)

Members of Commissioners Court:

Please approve a sole source exemption from the competitive bid requirements and the third of four (4) renewal option(s) for the following:

Description: Electronic Fare and Data Collection System

Vendor(s): Creative Solutions Software

Term: March 01, 2024 - February 28, 2025

Amount: \$78,100

Reviewed By: • Harris County Purchasing • Community Services Department

The Office of the Harris County Purchasing Agent has confirmed the sole source exemption. Purchase order(s) will be issued upon Commissioners Court approval.

Sincerely,

DeWight Dopslauf
Purchasing Agent

AR
cc: Vendor(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA SEPTEMBER 19, 2023

