



Harris County, Texas

1001 Preston St., Suite 934
Houston, Texas 77002

Commissioners Court

Request for Court Action

File #: 22-2003

Agenda Date: 3/22/2022

Agenda #: 197.

Department: Purchasing

Department Head/Elected Official: DeWight Dopslauf

Regular or Supplemental RCA: Regular RCA

Type of Request: Contract - Amendment

Project ID (if applicable):

Vendor/Entity Legal Name (if applicable):

MWDBE Contracted Goal (if applicable):

MWDBE Current Achievement (if applicable):

Justification for 0% MWDBE Participation Goal: Choose an item.

Request Summary (Agenda Caption):

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, 2022 - March 31, 2023 at a cost of \$757,723 (190406).

Background and Discussion:

Expected Impact:

Alternative Options:

Alignment with Goal(s):

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

Presented to Commissioners Court

March 22, 2022

Approve: G/E

_ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken

Location:

Address (if applicable):

Precinct(s): Choose an item.

Fiscal and Personnel Summary			
Service Name			
	SFY 22	FY 23	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			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$	\$	\$
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 Implementation Date:**Emergency/Disaster Recovery Note:** Choose an item.**Contact(s) name, title, department:****Attachments** (if applicable):



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

March 15, 2022

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): Great Southwest Paper Co., Inc.

Term: 04/01/2022 - 03/31/2023

Renewal Options: 2 of 4

Amount: \$757,723

Bond(s): No

Reviewed By:

- Harris County Purchasing
- Sheriff's Office
- Precinct 2
- Toll Road Authority
- Precinct 1
- Precinct 4

Sincerely,

DeWight Dopslauf
Purchasing Agent

CTD
cc: Vendor(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA MARCH 22, 2022





Harris County Commissioners Court

Request for Court Action

Department: Choose an item.

Department Head/Elected Official:

Regular or Supplemental RCA: Choose an item.

Type of Request: Choose an item.

Project ID (if applicable):

Vendor/Entity Legal Name (if applicable):

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Achievement (if applicable): N/A

Justification for 0% MWDBE Participation Goal: Choose an item.

Request Summary (Agenda Caption):

..title

..end

Background and Discussion:

Bathroom and kitchen paper products and related items for Detentions facilities

Expected Impact:

Maintain clean areas throughout the facilities and provide necessary items to those housed in facilities.

Alternative Options:

None

Alignment with Goal(s):

- ☒ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☐ Transportation
- ☐ Flooding
- ☐ Environment
- ☐ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
04/13/2021		approved

Location: Harris County Sheriff's Office

Address (if applicable):

Precinct(s): Choose an item.

Fiscal and Personnel Summary

Service Name	Bathroom and Kitchen Paper Products		
	SFY 22	FY 23	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			
1000 - General Fund	190k	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	190k	\$	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	190k	\$	\$
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Implementation Date: April 1, 2022

Emergency/Disaster Recovery Note: Not an emergency, disaster, or COVID-19 related item

Contact(s) name, title, department: Michael Lanham, Director of Finance, Sheriff's Office

Attachments (if applicable):



Harris County Commissioners Court

Request for Court Action

Department: Choose an item.

Department Head/Elected Official:

Regular or Supplemental RCA: Choose an item.

Type of Request: Choose an item.

Project ID (if applicable):

Vendor/Entity Legal Name (if applicable):

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Achievement (if applicable): N/A

Justification for 0% MWDBE Participation Goal: Choose an item.

Request Summary (Agenda Caption):

..title

..end

Background and Discussion:

This is the second renewal option for term contract 19/0406 with Imperial Bag & Paper Co, LLC dba Great Southwest Paper Co for bathroom and kitchen paper products and related items for Harris County. The original term contract award was approved in Commissioners Court on April 7, 2020 for a one-year term with four (4) one-year renewal options. HCTRA utilizes this contract to purchase bathroom and kitchen paper products as needed throughout the system.

Expected Impact:

The approval of this renewal allows HCTRA to continue to purchase bathroom and kitchen paper products as needed throughout the system.

Alternative Options:

No other recommended option for this identified need.

Alignment with Goal(s):

- ☐ Justice and Safety
- ☐ Economic Opportunity
- ☐ Housing
- ☐ Public Health
- ☒ Transportation
- ☐ Flooding
- ☐ Environment
- ☐ Governance and Customer Service

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
04/07/2020	16.d.8.c.	Term Contract Award (one-year with four one-year renewals)
04/13/2021	173	Term Contract Renewal (first one-year renewal option)

Location:

Address (if applicable):

Precinct(s): Choose an item.

Fiscal and Personnel Summary

Service Name	Supply Chain Management		
	SFY 22	FY 23	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$12,500	\$12,500	\$
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
Revenue - TRA	\$12,500	\$12,500	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$12,500	\$12,500	\$
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$12,500	\$12,500	\$
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Implementation Date: 04/01/2022**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item**Contact(s) name, title, department:** Leilany Thielen, P.E., Assistant Director, Operations & Facility
Infrastructure, Harris County Toll Road Authority**Attachments** (if applicable):



Harris County Commissioners Court

Request for Court Action

Department: Choose an item.

Department Head/Elected Official:

Regular or Supplemental RCA: Choose an item.

Type of Request: Choose an item.

Project ID (if applicable):

Vendor/Entity Legal Name (if applicable):

MWDBE Contracted Goal (if applicable): N/A

MWDBE Current Achievement (if applicable): N/A

Justification for 0% MWDBE Participation Goal: Choose an item.

Request Summary (Agenda Caption):

..title

..end

Background and Discussion:

This is the second renewal option for term contract 19/0406 with Imperial Bag & Paper Co, LLC dba Great Southwest Paper Co for bathroom and kitchen paper products and related items for Harris County. Harris County utilizes this contract to purchase bathroom and kitchen paper products as needed throughout the system.

Expected Impact:

The approval of this renewal allows Harris County to continue to purchase bathroom and kitchen paper products as needed throughout the system.

Alternative Options:

None

Alignment with Goal(s):

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

Prior Court Action (if any):

Date	Agenda Item #	Action Taken
4/13/2021		Contract No. 190406 first renewal awarded by CC

Location:

Address (if applicable):

Precinct(s): Countywide

Fiscal and Personnel Summary			
Service Name	Supply Chain Management		
	SFY 22	FY 23	Next 3 FYs
Incremental Expenditures (do NOT write values in thousands or millions)			
Labor Expenditures	\$	\$	\$
Non-Labor Expenditures	\$	\$	\$
Total Incremental Expenditures	\$350,000	\$350,000	\$350,000
Funding Sources (do NOT write values in thousands or millions)			
Existing Budget			
1000 - General Fund	\$350,000	\$350,000	\$350,000
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Current Budget	\$350,000	\$350,000	\$350,000
Additional Budget Requested			
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Choose an item.	\$	\$	\$
Total Additional Budget Requested	\$	\$	\$
Total Funding Sources	\$350,000	\$350,000	\$350,000
Personnel (Fill out section only if requesting new PCNs)			
Current Position Count for Service	-	-	-
Additional Positions Requested	-	-	-
Total Personnel	-	-	-

Anticipated Implementation Date: March 22, 2022**Emergency/Disaster Recovery Note:** Not an emergency, disaster, or COVID-19 related item**Contact(s) name, title, department:** Derek Phillips, AP Supervisor Pct-1, Freedom Rodriguez, Purchasing Specialist, Precinct 2, Kelly Campbell Pct-3, Martha Alvarez Pct-4**Attachments (if applicable):**