



Harris County, Texas

1001 Preston St., Suite 934
Houston, Texas 77002

Staff Report

File #: 21-3409

Agenda Date: 7/20/2021

Agenda #: 337.

To: Harris County Commissioners Court

Through: DeWight Dopslauf, Purchasing Agent, Purchasing Department

Prepared By: Ashley N. Savala, Purchasing Coordinator, Purchasing Department

Subject: Renewal

Project ID (If applicable):

	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. R. Jack Cagle	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Purpose and Request:

Request for approval of a renewal option with OD's Printing (Primary) and Arching Oaks Investments, Ltd dba Reflection Printing (Secondary) for ballot by mail supplies, services and related items for the Election Administrator's Office for the period of August 01, 2021- July 31, 2022 at a cost of \$94,021 (190140).

Background and Discussion:

[INSTRUCTIONS: In this section should concisely provide any background and analysis that the Commissioners Court needs to fully understand the action being requested. Please limit background to 3-4 sentences and include any reference to when this item was previously considered by Court. Background should include reference to study or order that led to this item or if the item is a result of compliance with any specific law or statutory requirements.]

Fiscal Impact:

[INSTRUCTIONS: A short description of the cost of the request and where you are requesting funding from. No more than 2 sentences. In addition please fill out the table below. This includes financial impact to the current fiscal year and subsequent fiscal years along with the source of funding (general fund, grant, etc.). If the amount is within the current budget, please indicate the amount from 'Existing Department Budget'. If all of or part of the request is a new expense, please indicate funding source in the space provided.]

Fiscal Summary			
Expenditures	FY 20-21	FY 21-22 Projected	Future Years Projected [3 additional years]
Service Impacted: [Please specify division where expenditure is incurred]			
Existing Budget			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
Existing Department Budget			

Please Identify Funding Source Special Revenue, Grant, etc.			
[INSERT FUNDING SOURCE]			
Total Sources			

Alternatives:

[INSTRUCTIONS: In this section you should briefly discuss any viable alternatives, including the benefits and consequences of each. Include subtitles on the first line of each alternative to identify it. If appropriate, the financial impact of each alternative can be discussed. If taking no action is a viable alternative it should also be discussed, including any financial or other impacts that would result.]

Alignment with Strategic Objective:

[INSTRUCTIONS: Please write out the Department Strategic Objective impacted by this item.]

Attachments:

[INSTRUCTIONS: Please include a list of backup for this item with a short description of each if more than one.]

Presented to Commissioners Court

July 20, 2021

Approve: E/G



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

July 9, 2021

Commissioners Court
Harris County, Texas

RE: Job No. 190140

Members of Commissioners Court:

Please approve the renewal for the following:

Description: Ballot by mail supplies, services and related items

Vendor(s): OD's Printing (Primary)
Arching Oaks Investments, Ltd dba Reflection Printing (Secondary)

Term: 8/1/2021 – 7/31/2022

Renewal Options: 1 of 4

Amount: \$94,021

Price Change: No

Bond(s): No

Reviewed by: X Harris County Purchasing X Election Administrator's Office

Sincerely,


DeWight Dopslauf
Purchasing Agent

MJS
cc: Vendor(s)

FOR INCLUSION ON COMMISSIONERS COURT AGENDA JULY 20, 2021

