

17,026 (1)

FILED FOR RECORD
at 3:30 o'clock p M

AUG 28 2021

BECKY LANDRUM
County Clerk, Hunt County, Tex.

HUNT COUNTY COMMISSIONERS COURT
AGENDA REQUEST

Commissioner's Court Date: **September 28, 2021**

Request to Consent Calendar:

Per Attorney General guidelines, Code of Criminal Procedure Article 59.06(g)(1), request for the County Auditor's Office to conduct the audit of the FY 2021 Chapter 59 Asset Forfeiture Report for the Hunt County District Attorney's Office.

Request made by:

Nobie Walker
x 4165

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AUG 28 2021

D. Office Supply Orders

- (1) Office supplies are purchased via the Internet from a current contract. The department will be issued a Password and User ID for authorized users. Instruction on how to purchase via the Internet will be given to authorized personnel in each department.
- (2) Authorized personnel will place orders for office supplies, which will be forwarded, to the Purchasing Department, via the Internet, to review order and verify funds. Purchasing will then release the order to the vendor. Delivery will be made to the department. The department may pickup supplies if so desired.

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County Clerk, Tex.

E. Blanket Orders

- (1) Blanket orders may be placed with vendors for the purchase of small parts or services on an "as needed" basis. Blanket orders should not be used for the purchase of fixed assets or individual purchases exceeding \$1,500.00. Blanket orders are implemented through the Requisition process just like any other purchase. It is the responsibility of the department assigned the blanket order to track the order through-out the year and insure that each vendor tags all invoices with the appropriate blanket order number.
- (2) Examples of blanket orders would be orders for flat repair, small parts purchased from hardware stores, automotive parts stores, electrical supplies, building maintenance items such as paint, lumber, nails etc.
- (3) Blanket orders are re-issued on an annual basis beginning in October of each new fiscal year. Blanket orders will end the first week of September of the fiscal year.

F. Orders from Annual Contracts for Road Materials

- (1) Individual purchase orders are not required for purchases made off of annual contracts for road and bridge materials. These are contracts which have been awarded on an annual basis by the Commissioners' Court and blanket purchase orders are issued for these items.
- (2) The following are examples of Annual Contracts for Road & Bridge Materials:
- All Hauling
 - Rock
 - Premix Oil & Sand
 - Recycled Asphalt & Concrete
 - Clear Span Bridges
 - Box Culverts
 - Steel Culverts & Metal Sheets
 - Road Oil
 - Seal Coat Emulsion
 - Fuel & Lubricants
 - Uniform Rentals
 - Asphalt – Hot & Cold
 - Rock for Seal Coat

G. Orders from Annual Contracts for Jail Meals

- (1) Purchase orders are not required for purchases made off annual contracts for Jail Meal Services.

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Service Contract Quote

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Rapiscan Systems, Inc
2805 Columbia Street
Torrance, California 90503

Service Plan Type 8X5
Contract No. CS006727
Accept Before 05/06/21
Starting Date 10/01/21
Expiration Date 09/30/22
Invoice Period Year
Next Invoice Date 10/01/21
Annual Amount 4,620.00

Phone No. +1 310-978-1457
Fax No. +1 310-349-2492

Buyer
Hunt County
Purchasing Department
2507 Lee street
Room 104
Greenville, TX 75403
United States of America

Invoice-to
Hunt County
Purchasing Department
Cheryl Lowry
2507 Lee street
Room 104
Greenville, TX 75403
United States of America

Buyer Address
Hunt County
Attn: Court House Security ;Blaine Roberts
2507 Lee Street
Room 105
Greenville, TX 75401
United States of America

Phone No.
E-Mail

Service				Unit of Response		Service		
Item No.	Description	Item No.	Serial No.	Measure	Time (Hour)	Period	Line Value	
FSI00616	RAP 620XRW, X-RAY SYS 14	620XRW14	61135P36-O	FT	48	1Y	4,620.00	

Sub-Total 4,620.00
Discount

Total USD : 4,620.00

Prepared by: Janel Doumerc

This Quotation/Proposal is subject to Rapiscan Service Terms and Conditions G502 (the "Service Terms"), available at www.rapiscansystems.com/termsandconditions. Notwithstanding the foregoing, if Buyer has a pre-existing framework agreement with Rapiscan under which it will place its order for the products and services identified in this Quotation/Proposal (e.g., authorized service provider agreement, master ordering agreement), then this Quotation/Proposal is subject to such pre-existing framework agreement. By accepting this Service Quotation and/or our performance hereunder, Buyer agrees to be bound by the Service Terms.

Buyer

Signature: 

Name: Bobby W. Stovall

Title: County Judge

Date: 9-28-2021