

APR 26 2021

Approved

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Ralph McBroom
TODAY'S DATE: April 20, 2021

DEPARTMENT: Purchasing

DEPARTMENT HEAD: Ralph McBroom

REQUESTED AGENDA DATE: April 26, 2021

SPECIFIC AGENDA WORDING: Consider and approve renewal of RFB 2017-702 Maintenance of Office Equipment with Hewlett Office Systems. **This is the fourth renewal of four renewal options for Johnson County.**

PERSON(S) TO PRESENT ITEM: Ralph McBroom C.P.M.

SUPPORT MATERIAL: (See attached)

TIME: 5 min	ACTION ITEM: X
(Anticipated number of minutes needed to discuss item)	WORKSHOP
	CONSENT:
	EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY:	IT DEPARTMENT:
AUDITOR:	PURCHASING DEPARTMENT:
PERSONNEL:	PUBLIC WORKS:
BUDGET COORDINATOR:	OTHER:

*****This Section to be completed by County Judge's Office*****

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____

County of Johnson, Texas



Ralph McBroom, C.P.M.
Purchasing Agent
ramcbroom@johnsoncountytexas.org

Tannah Malott
Assistant Purchasing Agent
tmalott@johnsoncountytexas.org

April 13, 2020

ATTN: Justin Hewlett
Hewlett Office Systems
PO Box 95
Cleburne, Texas 76033
RE: RFB 2017-702 Maintenance of Office Equipment

Dear Mr. Hewlett,

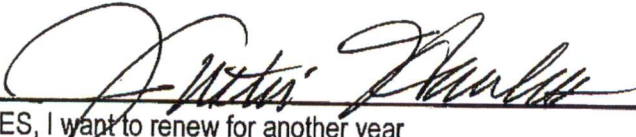
Our contract with Hewlett Office Systems expires June 30, 2021. Johnson County would like to exercise our option to renew with your firm for another year pending your agreement and Commissioners Court approval.

The new contract dates will be July 1, 2021 through June 30, 2022.

Please sign below and return via email to tmalott@johnsoncountytexas.org.

Sincerely,

Ralph McBroom, C.P.M.
Johnson County Purchasing Agent



YES, I want to renew for another year

4/16/21

(Date)

NO. I do not want to renew

(Date)