

## 2019-2020 PROCUREMENT PLAN

### A. Service Contracts (Value to Contractor Exceeds \$250,000 Annually)

Service	Current Contractor	Contract Expires	Procurement Method	Anticipated Posting	Decision-Maker
Banking & Depository Services	J.P. Morgan Chase Bank, N.A.		RFP	March 2019	President & CEO, after review by committee
Landscaping	Maldonado Nursery & Landscaping, Inc.	Jun. 2019	Best Value	Feb. 2019	President & CEO, after review by committee
Parking Operations & Management	Republic Parking System, Inc.	Jun. 2019	RFP	Feb. 2019	President & CEO, after review by committee
Security Services	Andy Frain	Mar. 2019	RFP	On going	President & CEO, after review by committee
Travel Agency	New Contract		RFP	TBD	President & CEO, after review by committee

### B. Capital Projects (Projected Cost Exceeds \$250,000) – President & CEO Approval Required

Project*	Description	Procurement Method	Anticipated Posting	Decision-Maker
GRB-Lighting Control & Building Systems	Commercial Lighting Control Systems	RFP	TBD	President & CEO, after review by committee
GRB-Air Walls Replacement	Replace Air Walls in Meeting Rooms 332, 342	RFP	TBD	President & CEO, after review by committee
GRB-Carpet Replacement	Replace Carpeting & Wall Covering in Ballroom	BID	TBD	President & CEO, after review by committee
IT-Upgrade Microsoft Dynamics	Upgrade Dynamics AX to AX365	RFP	TBD	President & CEO, after review by committee

Questions should be directed to [bids@houstonfirst.com](mailto:bids@houstonfirst.com)

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### C. Capital Projects (Projected Cost Less Than \$250,000) – President & CEO Approval Required

Project*	Description	Procurement Method	Anticipated Posting	Decision-Maker
Jones Hall – Equipment Replacement	Backstage Theatrical Equipment – Lighting, Sound, Rigging	Bid	TBD	President & CEO, after review by committee
Jones Hall-Carpet Replacement	Orchestra Lobby	Bid	TBD	President & CEO, after review by committee
Jones Hall-Roof Sealant	Roof Sealant	Bid	TBD	President & CEO, after review by committee
MOT-AC Unit & Chiller Coil Replacement	Replace AC Units & Chiller Coil on Theatre	Bid	TBD	President & CEO, after review by committee
MOT-Wireless Microphone Replacement	Shure Axient Digital four channel receiver, micro body pack transmitter	Bid	TBD	President & CEO, after review by committee
Wortham – Equipment & Cooling Towers	Engineering & Design Services-Upgrade Central Plant	Bid	TBD	President & CEO, after review by committee

### D. Optional Renewals and Extensions

Service	Contractor	Current Term Expires	Contract Options
Audio-Visual	Staging Solutions, Inc.	Oct. 2020	Two one-year renewals remain
Facility Operations	TD Industries	Dec. 2019	One renewal year remains
Janitorial	Midwest Maintenance Company, Inc.	Jun. 2020	Two one-year renewals remain
Temporary Utilities	Smart City Electric, Inc.	Dec. 2019	One renewal year remains
Window Washing	Superior Building Services, Inc.	Mar. 2020	Two one-year renewals remain

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