

AGENDA ITEM REPORT

DATE: March 3, 2026
DEPARTMENT: Innovation & Technology
REQUESTER: Ashley Mason
TITLE: Approve Piggyback Purchase of Equipment for Justice Center Phone System Upgrades

I. MOTION REQUESTED

- A. Approve Piggyback No. PB260141DJN to utilize pricing on the The Interlocal Purchasing System (TIPS), a government purchasing cooperative and Department of Texas Region 8 Education Service Center Contract No. 230105 for Technology Solutions Products and Services, for the purchase of IT Products, Services, and Integrated Solutions, including but not limited to phone equipment for phone system upgrades at the Justice Center, on an as needed basis, through the contract expiration date of May 31, 2028, and any renewals or extensions approved by The Interlocal Purchasing System (TIPS), a government purchasing cooperative and Department of Texas Region 8 Education Service Center, as approved in the departments' annual adopted budgets. Any purchase \$100,000 or more must be brought before the Board for approval.
- B. Approve the purchase of equipment from CXtec Inc. in the amount of \$97,630.00.
- C. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- D. Grant the County Manager or designee the authority to renew the contract, for up to one additional year, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

II. ITEM SUMMARY

Approves a one-time piggyback contract for new phones and headsets using the The Interlocal Purchasing System (TIPS) and Department of Texas Region 8 Education Service Center Contract from CXtec Inc. in the amount of \$97,630. These phones and headsets are replacing the current end-of-life models that are no longer supported by the manufacturer as part of the Justice Center phone system upgrade project.

Using the piggyback method allows the County to take advantage of large-scale contract volume discounts. The County benefits from a shorter timeframe because a competitive procurement process has already been conducted. A market analysis was completed and the purchase under this contract will represent savings of 4.2% for the headsets and 44.9% for the physical phone sets.

III. BACKGROUND AND IMPLICATIONS OF ACTION

On January 5, 2023, The Interlocal Purchasing System (TIPS) issued Request for Proposal (RFP) No. 230105, titled "Technology Solutions, Products, and Services." This solicitation was designed as an Indefinite Delivery, Indefinite Quantity (IDIQ) contract to provide public entities and qualifying non-profits with a streamlined procurement process for technology solutions through cooperative purchasing. The solicitation closed on February 17, 2023. As a result of this solicitation, CXtec Inc. was awarded a contract under TIPS Contract No. 230105 for Technology Solutions, Products, and Services, enabling Lee County and other TIPS members to "piggyback" on this competitively bid agreement for technology-related purchases. The contract term began on May 31, 2023, and runs through May 31, 2028, providing a five-year initial term. The agreement includes one (1) optional renewal term of one year, which, if exercised, would extend the contract through May 31, 2029. The contract covers a broad range of technological solutions, including IT hardware, software, networking equipment, telephony systems, and related services. This cooperative contract allows Lee County to procure these goods and services without conducting a separate formal bid process, saving time and resources while ensuring compliance with competitive procurement requirements.

The procurement of telephone equipment is necessary for transitioning the Justice Center's telecommunication services to the County's Voice over Internet Protocol (VoIP) phone system. This upgrade aligns with the County's established standard and will consolidate phone communications under a single, centralized platform managed by Innovation & Technology. Implementing this will enhance operational efficiency, improve reliability and security while ensuring consistency across all County facilities.

IV. FINANCIAL INFORMATION

Current Year Dollar Amount: \$97,630
Included in the Current Budget?: Yes
Fund: ITG
Comments:

Is this a revenue or expense item? Expense
Is this Discretionary or Mandatory? Discretionary
Will this item impact future budgets? No
Program: KC - Innovation & Technology
Project: 51628 - Data
Account Strings: KC5162851500
Fund Type? Internal Services Fund

V. RECOMMENDATION

Approve

ATTACHMENTS:

CxTec Quote_20005832, Piggyback Summary Form - PB260141DJN, CxTec PB Agreement, Final - Market Analysis - PB260141DJN_alt

REVIEWERS:

Justina Forbes, Innovation & Technology
Mary Tucker, Procurement
Ashley Mason, Innovation & Technology
Anne Henkel, Budget Services
Peter Winton, County Manager
Andrea Fraser, County Attorney
Marc Mora, County Manager

Created/Initiated - 2/18/2026
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