



OFFICE OF COUNTY PURCHASING AGENT

Fort Bend County, Texas

Term Contract Renewal Form

Solicitation #: Bid 21-001

Title: Term Contract for Copier Purchase, Installation and Maintenance

Contracted Vendor: JBCR, Inc. dba Skelton Business Equipment

Mr. Hott,

Our contract with your company for the above referenced expires December 31, 2025. Contract provisions allow for renewal of this contract if mutually agreeable.

If your company wishes to renew this contract through March 31, 2026 under the same terms and conditions, please complete the information below and return this form along with a Form 1295 by e-mail to melissa.stavinoha@fortbendcountytexas.gov. Purchasing will then take the matter before the Commissioner's Court of Fort Bend County for their consideration. Please respond to this email by 5:00 pm, Monday, December 1, 2025.

Yes, I agree to renewing our agreement with Fort Bend County under the same terms and conditions.

No, I do not wish to renew our agreement with Fort Bend County.

If Yes, please provide a new Form 1295 along with this renewal form by replying to this email. The Form 1295 must be new; previous 1295s are not permitted.

Effective January 1, 2016 all contracts executed by Commissioners Court, regardless of the dollar amount, will require completion of Form 1295 "Certificate of Interested Parties", per the new Government Code Statute §2252.908. All vendors submitting a response to a formal Bid, RFP, SOQ or any contracts, contract amendments, extensions or renewals are required to complete the Form 1295 online through the State of Texas Ethics Commission website. Please visit:

<https://www.ethics.state.tx.us/filinginfo/1295/>

On-line instructions:

Name of governmental entity is to read: Fort Bend County .

Identification number used by the governmental entity is: B21-001 .

Description is to read: Copier Purchase, Installation and Maintenance .

After receiving the Form 1295 with a new Certification Number and Date Filed, please print the form and complete box 6, sign, then email the Form 1295 and this signed Term Contract Renewal Form to melissa.stavinoha@fortbendcountytexas.gov. If your company is publicly traded you are not required to complete this form.

Kleizulz
Signature of Authorized Representative

12/03/2025
Date

Kimberly Gonzalez
Printed Name and Title of Authorized Representative

**Fort Bend County Tabulation
Bid 21-001
Term Contract for Purchase and Maintenance of Copy Machines**

Term: October 1, 2020 through September 30, 2021

Awarded 09/22/20: JBCR, Inc. dba Skelton Business Equipment

Renewal Term Approved 8/24/21: October 1, 2021 through September 30, 2022

Renewal Term Approved 8/23/22: October 1, 2022 through September 30, 2023

Renewal Term Approved 9/12/23: October 1, 2023 through September 30, 2024

Renewal Term Approved 7/23/24: October 1, 2024 through September 30, 2025

Renewal Term Approved 10/23/2025: October 1, 2025 through December 31, 2025

***Amended Model Numbers only 12.8.22**

Bid Price per Copy	Lawson Number	Estimated Annual Copy Quantity	JBCR, Inc. dba Skelton Business Equipment Tomball, TX	
			Unit Bid Price per Each Copy	Extended
Price per copy, Sharp multi-function units	8818	6,950,000	\$ 0.0069	\$ 47,955.00
Price per copy, HP multi-function units:	8819	100,000	\$ 0.0099	\$ 990.00
Drum and Maintenance Kits	Lawson Number	Estimated Annual Quantity	Unit Bid Price per Each	Extended
Sharp M205//M207	8823	2	\$ 38.00	\$ 76.00
Sharp ARM237	8824	1	\$ 33.00	\$ 33.00
Sharp ARM257	8825	1	\$ 33.00	\$ 33.00
Sharp ARM355/M455/MXM350/M450	8826	4	\$ 55.00	\$ 220.00
Sharp MXM200D	8827	1	\$ 38.00	\$ 38.00
Sharp MXM260/M264/M266/M316	11559	4	\$ 39.00	\$ 156.00
Sharp MXM363/M453/M503	11560	3	\$ 55.00	\$ 165.00
Sharp MXM550	14259	1	\$ 45.00	\$ 45.00
Sharp MXM654N	14260	1	\$ 159.00	\$ 159.00
Sharp MXM2651/M364/M464/M564/M565/ M3050/M3051/M4050/4051/M5050/M5051/ M5070/M6050	11561	13	\$ 59.00	\$ 767.00
HP 4345MFP	8829	1	\$ 139.00	\$ 139.00
HP 9050MFP	8830	1	\$ 259.00	\$ 259.00

Copiers and Additional Options	Lawson Number	Estimated Annual Quantity	Unit Bid Price per Each	Extended
*Sharp BP-50M26 (new) print/scan/copy	13619	1	\$ 2,549.00	\$ 2,549.00
*Sharp BP-50M26 fax option	13621	1	\$ 485.00	\$ 485.00
*Sharp BP-50M31 (new) print/scan/copy	11562	1	\$ 2,698.00	\$ 2,698.00
Sharp MX-M363 (refurbished) copier only	12401	1	\$ 575.00	\$ 575.00
*Sharp BP-50M36 (new) print/scan/copy	14261	1	\$ 3,896.00	\$ 3,896.00
*3 x 500 Paper Drawers for Sharp BP-50M36	12416	1	\$ 510.00	\$ 510.00
*Stapler/Finisher for Sharp BP-50M36	12417	1	\$ 550.00	\$ 550.00
Sharp MX-M450 fax option	11236	1	\$ 50.00	\$ 50.00
*Sharp BP-50M55 (new) print/scan/copy	11563	1	\$ 4,260.00	\$ 4,260.00
*3 x 500 Paper Drawers for Sharp BP-50M55	12418	1	\$ 510.00	\$ 510.00
*Stapler/Finisher for Sharp BP-50M55	12419	1	\$ 550.00	\$ 550.00
Sharp MX-M503U fax option	11237	1	\$ 75.00	\$ 75.00
Sharp RM/MX-M550 (refurbished) copier only	9441	1	\$ 1,495.00	\$ 1,495.00
Sharp RM/MX-M550 fax option	11238	1	\$ 75.00	\$ 75.00
*Sharp BP-50M65 (new) print/scan/copy with 4 x 500 sheet paper drawers	11564	1	\$ 5,373.00	\$ 5,373.00
*4,000 sheet external Stapler/Offset Finisher for Sharp BP 50M65 with 4 x 500 sheet drawers	12420	1	\$ 1,395.00	\$ 1,395.00
*Sharp BP-50M65 (new) print/scan/copy with 2 x 500 sheet and 1 x 2000 paper drawer	11565	1	\$ 5,683.00	\$ 5,683.00
*4,000 sheet external Stapler/Offset Finisher for Sharp BP 50M65 with 2 x 500 sheet and 1 x 2000 paper drawer	12421	1	\$ 1,395.00	\$ 1,395.00
*Sharp BP-50M36/50M55/50M65 fax option	11566	1	\$ 485.00	\$ 485.00
Grand Total:				\$ 83,644.00

The Stewart Organization, Inc., Irving, TX - Disqualified: Altered specifications and terms and conditions.
Ricoh USA, Inc. Houston, TX - Disqualified: Altered Specifications.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
CERTIFICATION OF FILING**

Certificate Number:
2025-1395586

Date Filed:
12/03/2025

Date Acknowledged:
12/18/2025

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
JBCR Inc dba Skelton Business Equipment
Tomball, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Fort Bend County

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
B21-001
Copier Purchase, Installation and Maintenance

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)