

AGENDA ITEM

Approval of contract award for furniture, installation and related services

BACKGROUND INFORMATION/ADMINISTRATIVE CONSIDERATIONS

Region 4 ESC/National IPA held a bid opening on Wednesday, December 11, 2019, for RFP #19-18, furniture, installation and related services. After the award was made, Region 4 received one (1) protest letter.

After careful review of all protest and proposals in accordance with the protest procedures outlined in the RFP, the Region 4 CFO has determined that the protesting company demonstrated the ability to provide the products and services outlined in the solicitation while offering competitive pricing to the members in addition to the twenty-one (21) that were originally awarded. National IPA management concurs with the determination made by the Region 4 CFO.

The Region 4 Board of Directors awards contracts, each with an initial term and annual renewals, for use by Region 4 ESC and the membership of National Intergovernmental Purchasing Alliance Company (National IPA). The products and/or services solicited were advertised, evaluated and awarded in accordance with Texas purchasing laws.

The Administration recommends ASSA Group, Inc. dba Enwork be awarded a two (2) year and eight (8) month contract with the option of two (2) one year renewals for furniture, installation and related services.

Contract	Vendor	Term of Contract
Furniture, Installation and Related Services	ASSA Group, Inc. dba Enwork	Two (2) years and eight (8) months with option of two (2) one year renewals ** This contract started 5/1/20. Term will allow this contract to be on same cycle as those previously awarded.

RECOMMENDED MOTION

I move that the Board approve a two (2) year and eight (8) month contract with the option of two (2) one year renewals for furniture, installation and related services as presented.

CONTACT

Pam Wells
Robert Zingelmann



To: Board of Directors

From: Robert Zingelmann

Date: August 25, 2020

Subject: Furniture, Installation and Related Services Protest Award Justification

ASSA Group, Inc. dba Enwork submitted a letter protesting their non-award in accordance with the protest procedures which were outlined on page 11 of RFP 19-18 for Furniture, Installation and Related Services. In accordance with those procedures, I reviewed their protest letter, their original proposal and comparable proposals that were submitted. I also interviewed the evaluation committee to determine their reasoning for the scores that they assigned to each vendor.

After careful consideration of this information, I recommend that the Region 4 ESC Board of Directors award ASSA Group, Inc. dba Enwork a contract based on their response to this RFP for the following reasons:

- After comparing discounts and list prices as well as products offered by awarded vendors, I have determined that ASSA Group, Inc. dba Enwork can offer our members value and expanded choices in furniture, installation and related services.
- It is my opinion the competitive pricing and additional choices should increase the overall score for ASSA Group, Inc. dba Enwork. Had the evaluation committee given them the appropriate score for Products/Pricing and Value Add, ASSA Group, Inc. dba Enwork would have been recommended to the Board for consideration for award.

I therefore recommend ASSA Group, Inc. dba Enwork be awarded a two (2) year and eight (8) month contract with the option of two (2) one year renewals for furniture, installation and related services as presented.