



To: Board of Directors
From: Robert Zingelmann
Date: December 5, 2018
Subject: Recommendation of Contract Award

Region 4 ESC/TCPN held a bid opening on October 20, 2018 for RFP # 19-01 for **Online Registration and Automated Payment Solutions**. There were four (4) proposals submitted:

- Epic Contest Solutions, LLC
- Fairfax Imaging
- KEV Group Inc.
- RYCOR Solutions (US) Corp.

After careful review of all proposals, the Evaluation Team has determined that three (3) companies demonstrated the ability to provide the products and services outlined in the solicitation while offering competitive pricing to the members.

CONSIDERATION

Award of annual contract in compliance with the bid laws of the State of Texas is recommended.

RECOMMENDATION

The Evaluation Team recommends the following companies for award based on their response:

Contract	Vendor	Term of Contract
Online Registration and Automated Payment Solutions	Epic Contest Solutions, LLC Fairfax Imaging KEV Group Inc.	Three (3) years with option of two (2) one year renewals

Support documentation has been attached for your reference.

Enclosure: Bid Tab Summary