



To: Board of Directors
From: Robert Zingelmann
Date: February 6, 2017
Subject: Recommendation of Contract Award

Region 4 ESC/TCPN held a bid opening on November 29, 2016 for RFP # 16-21 for **Janitorial Supplies, Equipment, Maintenance and Repair**. There were six (6) proposals submitted:

- AFFLINK, LLC
- Buckeye International, Inc.
- Ecolab Inc.
- National Chemical Laboratories, Inc.
- Network Services Company
- Office Depot, Inc.

After careful review of all proposals, the Evaluation Team has determined that two (2) 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
Janitorial Supplies, Equipment, Maintenance and Repair	Network Services Company Office Depot, Inc.	Three (3) years with option of two (2) one year renewals

Support documentation has been attached for your reference.

Enclosure: Bid Tab Summary