



To: Dr. Pam Wells
Executive Director

From: Robert Zingelmann
Chief Financial Officer, Finance and Operations Services

Date: June 18th, 2019

Re: Educational School Supplies; RFP # 19-05

The Evaluation Committee has reviewed the responses and recommend that the following companies be awarded:

- Lakeshore Learning Materials dba Lakeshore Learning
- Office Depot, Inc.
- School Specialty, Inc.

The recommended vendors submitted offers that were determined to be most advantageous to OMNIA Partners, Public Sector members, based upon the bid tabulation. All the recommended respondents were determined to be competitively priced and strong for the specified services outlined in the RFP.

We believe all recommended vendors demonstrate the ability to provide and perform the services requested in the proposal. We will monitor their performance and determine at the end of each year if they are eligible for renewal with each new term.

This multiple award is recommended as most advantageous as it limits contract awards to the least number of suppliers necessary to meet the requirements of National IPA members. In order to serve the entire nation, a multiple award is recommended to provide any governmental agency with complete coverage of commodities, services and any other offering within the scope of proposal.

Please let me know if you have any questions.



To: Board of Directors
From: Robert Zingelmann
Date: April 23, 2019
Subject: Recommendation of Contract Award

Region 4 ESC held a RFP opening on January 24, 2019 for RFP # 19-03 for **Educational School Supplies**. There were ten (10) proposals submitted:

- Blick
- Cascade School Supplies
- Lamrite West, Inc. – The Michaels Companies
- Office Depot, Inc
- Quill LLC
- KAMICO Instructional Media, Inc.
- Kaplan Early Learning Company
- Reality Works
- Lakeshore Equipment Company dba Lakeshore Learning Materials
- School Specialty, Inc.

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
Educational School Supplies	Lakeshore Equipment Company dba Lakeshore Learning Materials Office Depot, Inc School Specialty, Inc.	Three (3) years with option of two (2) one-year renewals

Support documentation has been attached for your reference.

Enclosure: Bid Tab Summary