



To: Board of Directors
From: Robert Zingelmann
Date: February 12, 2018
Subject: Recommendation of Contract Award

Region 4 ESC/TCPN held a bid opening on December 21, 2017, for RFP # 18-03 for **Video Conferencing Products and Services**. There were four (4) proposals submitted:

- Audio Visual Technologies Group, Inc.
- CourtCall, LLC
- RPS Holdings, Inc.
- SHI Government Solutions

After careful review of all proposals, the Evaluation Team has determined that one (1) company 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 company for award based on their response:

Contract	Vendor	Term of Contract
Video Conferencing Equipment and Services	RPS Holdings, Inc.	Three (3) years with option of two (2) one year renewals

Support documentation has been attached for your reference.

Enclosure: Bid Tab Summary



To: Deborah Bushnell
Contract Manager

From: Robert Zingelmann
Chief Financial Officer

Date: February 12, 2018

Subject: Approval of Contract Award

Per official action taken by the Board of Directors of Region 4 Education Service Center (ESC) on February 27, 2018 the following contract was approved as presented:

➤ **Contract Title**

- Supplier(s)

Contract is effective May 1, 2018. If you have any questions, please let me know.



To: Dr. Pam Wells
Executive Director

From: Robert Zingelmann
Chief Financial Officer, Business/Operations Services

Date: February 12, 2018

Re: Single Award Justification – Video Conferencing Products and Services

The evaluation committee has reviewed the response and recommend that the following company is awarded:

- *RPS Holdings*

The recommended vendor submitted an offer that was determined to be most advantageous to The Cooperative Purchasing Network (TCPN) members based upon their response and pricing.

We believe the vendor demonstrated the ability to provide and perform the services requested in the proposal by offering exceptional products and services. RPS Holdings is well established with a long history in the business. They have national capabilities and a proven track record of service and quality to TCPN members. Their pricing was determined to be competitive for the amount of service and the guarantees of quality they provide. We will monitor their performance and determine at the end of each year if they are eligible for renewal with each new term.

Please let me know if you have any questions.