



OFFICE SUPPLIES AND SERVICES
Executive Summary

Lead Agency: REGION 14 ESC

Solicitation: 24-S844

RFP Issued: JUNE 4, 2024

Response Due Date: JULY 18, 2024

Proposals Received: #8

Awarded to: American Office Product Distributors, Inc. (AOPD), Contract #158057
EPIC Business Essentials, Contract #158058

The Region 14 ESC Department of Procurement issued RFP 24-S844 on June 4, 2024, to establish a national cooperative contract for Office Supplies and Services.

The solicitation included cooperative purchasing language in Section I. Introduction and National Contract:

It is the intention of Region 14 Education Service Center (herein "Region 14 ESC") to establish a contract for Office Supplies and Services for use by Region 14 ESC and other public agencies supported under this contract.

National Contract

Region 14 ESC, as the Principal Procurement Agency, defined in Appendix B, has partnered with OMNIA Partners, Public Sector, Inc. ("OMNIA Partners") to make the resultant contract (also known as the "Master Agreement" in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies"), through OMNIA Partners' cooperative purchasing program. Region 14 ESC is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a "Participating Public Agency") and by using the Master Agreement, any such Participating Public Agency agrees that it is registered with OMNIA Partners, whether pursuant to the terms of a Master Intergovernmental Cooperative Purchasing Agreement, a form of which is attached hereto in Appendix B, or as otherwise agreed to. Appendix B contains additional information about OMNIA Partners and the cooperative purchasing program.

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- Region 14 ESC website
- OMNIA Partners website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino County Sun, CA

- The Advocate – New Orleans, LA
- The New Jersey Herald, NJ
- Albany Times Union, NY
- Daily Journal of Commerce, OR
- The State, SC
- Deseret News, UT
- Richmond Times-Dispatch, VA
- Seattle Daily Journal of Commerce, WA
- Abilene Reporter, TX
- Helena Independent Record, MT
- Las Vegas Review-Journal
- Kennebec Journal, ME

Socio-economic Outreach: To encourage participation of small businesses, minority owned businesses and women owned businesses were notified of the Invitation to Bid.

On July 18, 2024, proposals were received from the following offerors:

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| - Access Office Products, Inc. | - EPIC Business Essentials |
| - American Office Products Distributors (AOPD) | - Lakeshore Learning Materials LLC |
| - Botach Inc. | - Rockytech |
| - Clear Space Design | - White Horse Distribution |

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with AOPD and EPIC Business Products and proceeding with contract awards upon successful completion of negotiations.

Geographic Preferences: No geographic preferences were included in the evaluation of the responses.

The Region 14 ESC, OMNIA Partners and the following offerors successfully negotiated a contract: AOPD and EPIC Business Partners. The Region 14 ESC executed the agreements, each with a contract effective date of October 1, 2024.

Diversity Certifications: Many AOPD and EPIC Business Essentials dealer members hold diversity certifications; agencies should reach out the inf

Contract includes:

- Personalized service provided by locally-owned office supply dealerships
- Centralized billing and reporting using customizable eCommerce platform
- Product and Services Value Adds include office furniture, managed print services, office equipment and technology, promotional products and advertising items

Term:

Initial three-year agreement from 10/1/24 through 9/30/27 with the option to renew for two (2) additional one-year periods through 9/30/29.

Pricing/Discount:

- Master Core Items and discounts from List Price on Non-Core and Catalog Items