



To: Board of Directors  
From: Robert Zingelmann  
Date: October 24, 2023  
Subject: Recommendation of Contract Award

Region 4 ESC held an RFP opening on August 29, 2023, for RFP # 23-05 Occupational Safety & Health Compliance. There were three (3) proposals submitted:

- Citadel Sciences, LLC
- Protecall, LLC
- Safety Management Group, LLC

After careful review of all proposals, the Evaluation Team has determined that all 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:

<b>Contract</b>	<b>Vendor</b>	<b>Term of Contract</b>
Occupational Safety & Health Compliance	Citadel Sciences, LLC Protecall, LLC Safety Management Group, LLC	(3) years with option of (2) one-year renewals

Support documentation has been attached for your reference.  
Enclosure: Bid Tab Summary



October 30, 2023

Mr. Jim Traficant  
[erica.fonseca@citadelsciences.com](mailto:erica.fonseca@citadelsciences.com)  
Chairman & CEO  
Citadel Sciences, LLC  
3110 Fairview Park Dr., #1400  
Falls Church, VA 22042

Re: Award of Contract #R230501

Dear Mr. Traficant:

Per official action taken by the Board of Directors of Region 4 Education Service Center on October 24, 2023, we are pleased to announce that after successful negotiated terms and conditions, Citadel Sciences, LLC has been awarded an annual contract for the following, based on the sealed proposal (RFP #23-05) submitted on July 19, 2023:

**Commodity/Service**

**Supplier**

Occupational Safety & Health Compliance

Citadel Sciences, LLC

This contract is effective November 1, 2023, and will expire on October 31, 2026. As indicated above, your contract # is R230501. This contract may be renewed annually for an additional two (2) years if mutually agreed upon by Region 4 ESC/OMNIA Partners, Public Sector and Citadel Sciences, LLC.

Your participation in the proposal process is appreciated and we look forward to a successful partnership. Please feel free to provide copies of this letter to your sales representative(s) to assist in their daily course of business.

If you have any questions, please contact Melissa Williams, the Contract Manager assigned to your contract, at (810) 666-0972 or [melissa.williams@omniapartners.com](mailto:melissa.williams@omniapartners.com).

Sincerely,

DocuSigned by:

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Robert Zingelmann

Chief Financial Officer, Finance and Operations Services