



To: Board of Directors
From: Jorgannie Carter
Date: June 25, 2024
Subject: Recommendation of Contract Award

Region 4 ESC held an RFP opening on January 11, 2024, for RFP # 23-10 Digital Solutions and Records Management. There were five (5) proposals submitted:

- Companion Data Services, LLC
- DataBank IMX
- Global Solution Group, Inc.
- Kofile Technologies, Inc.
- Stericycle, Inc.

After careful review of all proposals, the Evaluation Team has determined that four (4) 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
Digital Solutions and Records Management	Companion Data Services, LLC DataBank IMX Kofile Technologies, Inc. Stericycle, Inc.	three (3) years with option of two (2) one-year renewals

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

Supplier Scoring Summary

23-10 Digital Solutions and Records Management - Scoring Round

Supplier	Rank		Score							
	1	2	Products/Pricing	Price	Performance Capability	Performance Capability	Qualification and Experience	Qualification and Experience	Value Add	Any addition information
			40.00		30.00		20.00		10.00	
Companion Data Services, LLC	1	90.50	35.50		29.00		20.00		6.00	
DataBank IMX	2	89.00	33.50		29.00		19.00		7.50	
Stericycle, Inc.	3	87.50	34.00		27.00		20.00		6.50	
Kofile Technologies, Inc.	4	81.50	34.00		27.50		19.00		1.00	
Global Solution Group Inc.	5	77.50	34.00		26.00		17.50		0.00	
		85.20	34.20		27.70		19.10		4.20	