



DIGITAL SOLUTIONS AND RECORDS MANAGEMENT
Executive Summary

Lead Agency: Region 4 ESC

Solicitation: RFP 23-10

RFP Issued: September 8, 2023

Pre-Proposal Date: November 15, 2023

Response Due Date: January 11, 2024

Proposals Received: #5

Awarded to: Shred-it (Stericycle, Inc.) – Contract #R231004

Region 4 Education Services Center issued RFP 23-10 on September 8, 2023, to establish a national cooperative contract for Performing Arts Apparel, Instruments, Equipment and Related Services.

The solicitation included cooperative purchasing language in Sections I. Scope of Work and National Contract:

Region 4 Education Service Center (“Region 4 ESC”) requests proposals from qualified suppliers with the intent to enter into a Contract for Digital Solutions and Records Management. Region 4 ESC is seeking a provider that has the depth, breadth and quality of resources necessary to complete all phases of the Contract. Awarded Offeror(s) shall deliver products and services under the terms of this agreement. While this solicitation specifically covers digital solutions and records management, each awarded Offeror may offer their complete product and service offering, or balance of line. Region 4 ESC reserves the right to accept or reject any or all balance of line items offered.

Region 4 ESC, as the Principal Procurement Agency, defined in OMNIA Partners Exhibits, has partnered with OMNIA Partners, Public Sector (“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. The Region 4 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 Exhibit C or as otherwise agreed to. The Exhibits contain additional information about OMNIA Partners and the cooperative purchasing program.

On Date proposals were received from the following offerors:

- Companion Data Services
- Global Solutions Groups Inc.
- Shred-it (Stericycle, Inc.)
- DataBank IMX
- Kofile Technologies, Inc.

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

- Region 4 ESC website
- OMNIA Partners website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino County Sun, CA
- Honolulu Star-Advertiser, HI
- The Herald-News – Will County (IL)
- 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
- Helena Independent Record, MT*
- Las Vegas Review-Journal
- Kennebec Journal, ME*

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee determined that three (3) companies demonstrated the ability to provide the products and services outlined in the solicitation while offering competitive pricing to members.

- DataBank IMX
- Shred-it (Stericycle, Inc.)
- Kofile Technologies, Inc.

Region 4 ESC, OMNIA Partners and Shred-it (Stericycle, Inc.) successfully negotiated a contract, and Region 4 ESC executed the agreement with a contract effective date of July 1, 2024.

Contract includes:

- Secure information destruction (shredding) including Automatic Regular Services, One-time Specially Scheduled (Purge), and both On Site (customer premises and Off-Site Destruction (Secure Service Brand destruction monitored by Stericycle Supervision under CCTV).
- Electronic Media Destruction Services: Secure physical destruction of medias is the only way to be sure that your confidential information remains secure.
- Automatic Services at regular intervals available.

Term:

Initial three-year agreement from July 1, 2024 through June 30, 2027 with the option to renew for two (2) additional one-year periods through June 30, 2029.

Pricing/Discount: Tiers by Annual Spend with Ancillary Fees price list.

*Publishing newspaper has not confirmed advertisement.