



To: Dr. Pam Wells
Executive Director

From: Robert Zingelmann
Chief Financial Officer, Finance and Operations Services

Date: February 28th, 2023

Re: Single Award Justification

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

- [TCG Consulting Services, LLC.](#)

The recommended vendor submitted an offer that was determined to be most advantageous to OMNIA Partners, Public Sector members based upon their response and pricing.

We believe the vendor demonstrated the ability to provide and perform the services requested in the proposal. TCG Consulting Services LLC is well established with a long history in the business. They have national capabilities and a proven track record of service and quality to OMNIA Partners, Public Sector 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.

DocuSigned by:

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Robert Zingelmann

CFO

AGENDA ITEM

Approval of contract award for employee benefits and retirement enrollment administrative services.

BACKGROUND INFORMATION/ADMINISTRATIVE CONSIDERATIONS

The Region 4 Board of Directors awards contracts, each with an initial term and annual renewals, for use by Region 4 ESC and the membership of OMNIA Partners, Public Sector. The products and/or services solicited were advertised, evaluated and awarded in accordance with Texas purchasing laws.

The Administration has reviewed the recommendation for award associated with the RFP and has determined that awarding the following companies a contract represents the best overall value to Region 4 and the membership of OMNIA Partners, Public Sector.

Contract	Vendor	Term of Contract
Employee Benefits and Retirement Enrollment Administrative Services	TCG Consulting Services, LLC	(3) years with option of (2) one-year renewals

RECOMMENDED MOTION

I move that the Board approve a (3) year contract with the option of (2) one-year renewals for Employee Benefits and Retirement Enrollment Administrative Services as presented.

CONTACT

Dr. Rodney Watson
Robert Zingelmann



To: Tomek Kruczek
Contract Manager

From: Robert Zingelmann
Chief Financial Officer, Finance and Operations Services

Date: February 28, 2023

Subject: Approval of Contract Award

Per official action taken by the Board of Directors of Region 4 Education Service Center (ESC) on February 28, 2023, the following contract was approved as presented:

➤ **Employee Benefits and Retirement Enrollment Administrative Services**

- TCG Consulting Services, LLC

Contract is effective March 1, 2023. If you have any questions, please let me know.



To: Board of Directors
From: Robert Zingelmann
Date: February 28, 2023
Subject: Recommendation of Contract Award

Region 4 ESC held a RFP opening on November 3, 2022 for RFP # 22-12 for Employee Benefits and Retirement Enrollment Administrative Services. There was (1) proposal submitted:

- TCG Consulting Services, LLC

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

Contract	Vendor	Term of Contract
Employee Benefits and Retirement Enrollment Administrative Services	TCG Consulting Services, LLC	(3) years with option of (2) one-year renewals

Support documentation has been attached for your reference.

Enclosure: Bid Tab Summary