

TO: Board of Directors
Region One Education Service Center

SUBJECT: **Region One Education Service Center E-Rate Consultant Services
RFQ 16-AGENCY-000026, Extension 1 of 3**

DATE: June 19, 2018

ITEM 24: Action

BACKGROUND AND SIGNIFICANT ISSUES: This request for qualifications (RFQ) assists the Region One Education Service Center ORION Consortium in contracting with a qualified consultant to provide e-Rate Consultant Services for Region One ESC and its districts. The scope of services may include, but is not limited to, the following:

- Assist Region One ESC districts and charters to manage the e-Rate process to maximize e-rate funding to achieve the utmost benefit from this program
- Work with Region One ESC districts and charters to effectively comply with Federal program rules
- Assist with the development of e-Rate related consortiums
- Additional related services as mutually agreed to by the ESC and the selected firm

On June 21, 2017 the Region One Education Service Center Purchasing Department, received five (5) responses for E-Rate Consultant Services RFQ 16-AGENCY-000026.

On August 24, 2017 the Region One ESC Board of Directors met to review and approve the recommendation of the E-Rate Consultant Services RFQ 16-AGENCY-000026, effective upon successful negotiation of a contract through August 31, 2018 with three (3) one-year extension options if parties are in agreement. The first ranked vendor was awarded the contract upon successful completion of negotiations; VST Services, Inc.

The current awarded vendor was offered, and accepted, the opportunity to utilize the first extension option for E-Rate Consultant Services RFQ 16-AGENCY-000026, effective September 1, 2018 through August 31, 2019.

RELATED GOALS: To assist the ESC and its school districts, charter schools, and governmental entities throughout the State operate more efficiently and economically in the procurement of e-Rate related services (TEC §8.002).

COST AND FUNDING SOURCES: ESC revenue will be generated through e-Rate services offered to the Region One ESC districts, and consultant fees will be paid from this revenue. In addition, ESC committed fund balance for this e-Rate program will be used to support the start-up of the program "Connect the Region". The consultant fees will be negotiated on an as needed basis in accordance with the Professional Services Procurement Act (Texas Govt. Code Ann. 2254.001), et seq.

EXECUTIVE DIRECTOR'S RECOMMENDATION: Recommend approval of E-Rate Consultant RFQ 16-AGENCY-000026, Extension 1 of 3 to the following vendor: *VST Services, Inc. – Trophy Club, TX.*

Respectfully submitted,



Dr. Cornelio Gonzalez
Executive Director

Staff Responsible: Connie Lopez, CPA, Deputy Director
Dr. Laura Sheneman, Coordinator of Library Services and Instructional Resources
Lori Atwood Ramos, Purchasing Coordinator
Kristina Carrizales, Purchasing Cooperative Specialist
Marc David García, Purchasing Specialist

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Action Taken

_____ made a motion to approve the E-Rate Consultant RFQ 16-AGENCY-000026, Extension 1 of 3 to the following vendor: *VST Services, Inc. – Trophy Club, TX.*

Seconded by: _____

Vote: _____