

<b>BID #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
	<b>CONTRACT RENEWALS</b>	
3610	ANNUAL CONTRACT FOR 1098T BASIC REPORTING (WEB SERVICE)  ECSI-Educational Computer Systems, Inc. Coraopolis, PA	\$35,000.00 (not to exceed)

TO: The Board of Trustees

FROM: District President H. Neil Matkin

DATE: May 26, 2015

SUBJECT: Recommendation for Renewal of Competitive Sealed Bid 3610 - Annual Contract for 1098T Basic Reporting (Web Service).

SCOPE: First renewal of the annual contract for 1098T basic reporting (web service) for the District. The initial term of contract was for one (1) year with an option to renew two (2) additional consecutive years upon mutual agreement and Board approval. Term of contract: 6/1/2015 through 5/31/2016.

RECOMMENDATION: ECSI-Educational Computer Systems, Inc. \$35,000.00  
Coraopolis, PA (not to exceed)

JUSTIFICATION: ECSI has an all-inclusive service price for IRS submission and mail and web 1098-T service based on an estimated annual student enrollment of 40,000 students. They offer an E-Consent Service to the students at a lower price for the District than the mailing service, they provide a call center for general 1098-T questions, and they submit the file to the IRS. They have provided outstanding service for the District for the past four years.

REQUESTING DEPARTMENT: Bursar's Office