



## ALVIN INDEPENDENT SCHOOL DISTRICT

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**Mickie Dietrich**  
Director of Purchasing  
**Jennifer Ortiz**  
Contract Specialist

October 21, 2016

TO: Susan Wilson, Pat Miller

FROM: Mickie Dietrich, Jennifer Ortiz

RE: November 2016 Contract Submissions for the 2016 – 2017 School Year

- *Contracted Service Proposal (CCP)– #1611CS RFP – Contracted Services Proposal*
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Beginning this school year, new policies and procedures have been established to provide for any and all Service Contract Proposals to be extended monthly for board award due to the total aggregates in any given category being over the \$50,000 threshold pursuant of 44.031 (a) and 44.031(f). This is the September submissions for award by the board at the November board meeting.

- Contractor/Consultant Proposals (CCP) with a three (3) year term contract, should all parties agree to these terms

All proposals and agreements were extended by fax, email or mailed to various vendors meeting the specified commodity code qualifications identified per contracts. The proposals and agreements were also made available on the Alvin ISD Website as well as staff were informed of the proposal process and encouraged to contact vendors.

We are requesting all proposals to be awarded as NON-EXCLUSIVE contracts as one by which multiple vendors may be designated as suppliers for the items covered under the terms of the contract for the duration of said contract.

### **Contracted Service Proposal (CCP)– #1611CS RFP – Curriculum And Instructional Proposal**

Under the guidance 44.031(a) (2), these contracts will be for a one (1) year term beginning the date the RFP is awarded by the board, with the option to renew for an additional two (2) years should all parties be in agreement for a NON-EXCLUSIVE AWARD.

Contracted Service Providers will be used on an as needed basis throughout the District. The services and commodity codes included in the CCP are listed below:

COMMODITY CODE	SUB-CATEGORY DESCRIPTION
A-050-00	Fine Arts – Misc. Fine Arts General Supplies/Equipment
A-052-55	Murals (Painting of Murals)

A-805-84	Athletic Trainer & Training
A-855-15	Costumes and Accessories to include Alterations
A-910-54	Painting, Maintenance and Repair Services including Caulking
A-915-71	Newspapers Publications Advertising, Provide Athletic Reviews; Media Release
A-918-00	General Staff Development – Convocations
A-918-06	Consulting Service – Administrative, Board Training, Facilitate Community Advisory Council, Bond Planning
A-918-19	Building Structures & Components Consulting Including Door Hardware Specifications and Inspections
A-918-32	Consulting Services – Not Otherwise Classified
A-918-33	Consulting and Training for Student Cheer and Team Building
A-918-69	Insurance Consulting
A-918-93	Safety – Risk Management - Security (Security Audits) Safety Consulting
A-918-94	Traffic Consulting – Design Service
A-920-00	Data Processing, Computer Programming and Software Services
A-924-00	Computer Educational Training Services
A-924-10	Assemblies – Student Programs; Theatre Groups; Authors Visits; Motivational Speaking; Student Training with Multi Groups in one setting
A-924-15	Staff Development – Motivational Team Building / Leadership
A-924-16	Staff Development – Instructional Based Training/ Child Care Training/
A-924-20	Instructional Training for Testing /PSAT/SAT/ACT
A-924-41	Classroom Instructional Training within a Single group, Video Conference, Kickstart, Communities in Schools
A-925-37	Facility Design Services and Consulting – Food Service; Create student engaging atmosphere; Color schemes; Create better flow for students
A-939-00	Equipment Maintenance & Repair to Include Calibration
A-946-10	Accounting Services – Auditing, A/P Auditing
A-948-92	Vaccination Program Services
A-961-45	Inspection & Certification Services as per TDLR and TAS standards; Conduct On Site Inspections
A-961-57	Music Production Services Accompanist; Video Streaming/Taping; Writing of Music; Percussion Tech
A-961-62	Personnel Service to Include PEIMS/ HR Consulting/ Principal Services
A-961-73	Theatrical Services – Video Taping, Audio Technicians and Recording, Lighting - Video Tape Board Meetings, Provide Streaming and Archives
A-961-75	Translation Services
A-962-02	Photography Services
A-962-05	Disc Jockeys and Emcees

A-962-58	Professional Services – Not Otherwise Classified including Clinicians, Private Music Lessons, Clinic Choir; Consult with Directors; Catalog & Organize & Pack Music, supplies and choir items so that class can be ready for fall
A-962-63	Piano Tuning
A-962-66	Misc. Services Not Otherwise Classified – Science Waste Disposal; Bio-Hazard Service; Purification Services; Stericycle
A-962-98	Choreography Band/Drill/Color Guard, Music Marching Band Visual Design
A-962-99	Professional Services Judges – Auditions, Art Shows, Cheerleading, UIL, Sight Reading, Science Projects

Under the CCP process, we are requesting award for seven (7) qualified responding vendors for services outlined under the following commodity codes:

COMPANY NAME	CATEGORY	COMMODITY CODE	SUB-CATEGORY DESCRIPTION
Friends of Brazoria Wildlife Refuges	Assemblies	A-924-10	Environmental Education
FuseLink DJs	Disc Jockeys Emcees	A-962-05	Disc Jockey, Emcees
Lilian Mason	Fine Arts	A-962-98	Choreography
William Megenhardt	Assemblies	A-924-10	Illustrator
Todd Morstein	Staff Development	A-924-16	Instructional Training
Emily Nagel	Fine Arts	A-962-58	Clinicians
Cathey Nickell	Assemblies	A-924-10	Author

**IN SUMMARY:**

***Contracted Service Proposals – #1611CS RFP – we have received seven (7) qualified responses.***

*Contract Expiration Date: November, 2019.*

*Award is requested for the list of vendors meeting specifications outlined under the current Service Contract proposals and for the November, 2016 contract submissions.*