



# ALVIN INDEPENDENT SCHOOL DISTRICT

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

September 16, 2019

TO: Patrick Miller

FROM: Mickie Dietrich, Jennifer Ortiz

RE: October 2019 Contract Submissions

- Contractor Consultant Proposal (CCP)– #1910CS RFP

---

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). These are September's submissions for award by the board at the October board meeting.

All proposals and agreements were extended meeting the specified commodity code qualifications identified per contracts. The proposals and agreements were 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 Consultant Proposal (CCP)– #1910CS RFP**

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  |
|----------------|---|
| FAEQPSRV       | Fine Arts – Misc Fine Arts General Supplies/Equipment Repair Services                                     |
| FACOSTUMES     | Costumes and Accessories to include Alterations   |
| NEWSWRITE      | Newspapers Publications Advertising, Provide Athletic Reviews; Media Release                              |
| STAFCONVO      | General Staff Development - Convocations  |
| CONSULTADMIN   | Consulting Service - Administrative, Board Training, Facilitate Community Advisory Council, Bond Planning |
| CONSULTOTHR    | Consulting Services – Not Otherwise Classified  |
| CONSULCHEER    | Consulting and Training for Student Cheer and Team Building   |

|               |   |
|---------------|---|
| CONSULTINSR   | Insurance Consulting  |
| CONSULTRAFF   | Traffic Consulting - Design Service   |
| TECSERVICES   | Data Processing, Computer Programming and Software Services   |
| TECTRNSERV    | Computer Educational Training Services  |
| SERVASSEMBL   | Assemblies – Student Programs; Theatre Groups; Authors Visits; Motivational Speaking; Student Training with Multi Groups in one setting   |
| STAFMOTIVAT   | Staff Development – Motivational Team Building / Leadership   |
| STAFTRAININST | Staff Development - Instructional Based Training/ ChildCare Training/   |
| INSTTRAIN     | Instructional Training for Testing /PSAT/SAT/ACT  |
| INSTTRNSGGP   | Classroom Instructional Training within a Single group, Video Conference, Kickstart, Communities in Schools                               |
| MNTGENEREP    | Generator Maintenance Repairs and Services  |
| SERVCALIBRATE | Equipment Maintenance & repair to include Calibration   |
| FINAUDIT      | Accounting Services - Auditing, A/P Auditing  |
| SPEDVACCIN    | Vaccination Program Services  |
| SERVRECMGMT   | Records Management to Include Shredding   |
| BLDGINSPCR    | Inspection & Certification Services as per TDLR and TAS standards; Conduct On Site Inspections  |
| FAMUSPROD     | Music Production Services Video Streaming/Taping; Writing of Music; Percussion Tech   |
| FAACCOMPAMI   | Accompanist Services  |
| FATHEATSRV    | Theatrical Services - Video Taping, Audio Technicians and Recording - Video Tape Meetings, Provide Streaming and Archives                 |
| SERVTRANSLA   | Translation Services  |
| PHOTOGROUP    | Photography Services  |
| SERVDISCJOC   | Disc Jockeys/Emcees - Music, uplighting, monogram, lasers, video, DJ services, party/prom set-up, Presentations/Entertainment/Educational |
| FACLINICIAN   | Professional Services - Not Otherwise Classified including Clinicians, Private Music Lessons, Clinic Choir; Consult with Directors        |
| FAPIANOTUN    | Piano Tuning  |
| WASTBIOHAZ    | Science Waste Disposal; Bio-Hazard Service; Purification Services; Stericycle   |
| SERVMISC      | Misc Services Not Otherwise Classified  |
| FACHOREOGR    | Choreography Band/Drill/Color Guard, Music Marching Band Visual Design  |
| UILJUDGES     | UIL Judges  |
| SERVJUDGES    | Professional Service Judges – Auditions, Art Shows, Cheerleading, Sight Reading, Science Projects   |

Under the CCP process, we are requesting award for Sixteen (16) qualified responding vendors for services outlined under the following commodity codes:

| COMPANY NAME                 | CATEGORY              | COMMODITY CODE | SUB-CATEGORY DESCRIPTION                               |
|------------------------------|-----------------------|----------------|--|
| The Adam Saenz Group P.C.    | Motivational Training | STAFMOTIVAT    | Professional Development in Social/ Emotional Learning |
| Teri Brockway                | Fine Arts             | FACLINICIAN    | Clinician  |
| Michael Browning Productions | Fine Arts             | FAMUSPROD      | Audio Recording  |
| CW Lighting                  | Lighting Services     | SERVMISC       | Lighting Services                                      |

|                          |                        |             |   |
|--------------------------|------------------------|-------------|---|
| Hugo Doege               | Fine Arts              | FACHOREOGR  | Clinician                                 |
| Janine Dworin            | Fine Arts              | FACLINICIAN | Voice Teacher                             |
| Denise R Eaton           | Fine Arts              | FACLINICIAN | Choral Clinician                          |
| Wanda Herfarth           | Instructional Training | INSTTRNSGGP | CNA Program Training                      |
| Kevin Christopher Michel | Fine Arts              | FACHOREOGR  | Choreographer                             |
| Moak, Casey & Associates | Consulting             | CONSULTOTHR | Consulting for Academic Review            |
| Melissa Smith            | Fine Arts              | FACLINICIAN | Choral Clinician                          |
| Solix Inc                | Consulting             | CONSULTOTHR |   |
| Taylord Entertainment    | Disc Jockey            | SERVDISCJOC | Music, Lighting, DJ Services, Photo Booth |
| Lonnie Tanner            | Fine Arts              | FAACCOMPANI | Accompanist                               |
| Todd Piano Works         | Fine Arts              | FAPIANOTUN  | Piano Tuning                              |
| Sarah Yarbrough          | Fine Arts              | FACLINICIAN | Clinician                                 |

**IN SUMMARY:**

**Contractor Consultant Proposals – #1910CS RFP – we have received Sixteen (16) qualified responses.**

*Contract Expiration Date: October 31, 2022*

*Award is requested for the list of vendors meeting specifications outlined under the current Service Contract proposals and for the October, 2019 contract submissions.*