



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 8/15/2017

ALL

Item Creation Date: 7/14/2017

T26074 - Live Homework Assistance Services - ORDINANCE

Agenda Item#: 3.

**Background:**

Request for Proposal for S36-T26074 - Approve an ordinance awarding a contract to Brainfuse, Inc. in an amount not to exceed \$852,000.00 for Live Homework Assistance Services for the Houston Public Library Department.

**Specific Explanation:**

The Director of the Houston Public Library and the Chief Procurement Officer recommend that City Council approve an ordinance awarding a **three-year contract, with two one-year options**, to **Brainfuse, Inc.** in the total amount not to exceed \$852,000.00 for live homework assistance services for the Houston Public Library Department. The Chief Procurement Officer or the Director of the Houston Public Library Department may terminate this contract at any time upon 30-days written notice to the contractor.

The scope of work requires the contractor to provide all labor, materials, and supervision required to provide "Live" 24/7 online tutoring and homework assistance services. The Live Homework Assistance (LHA) program will provide online tutorial assistance in English and Spanish for students K-12 and/or college introductory in a variety of subjects including, but not limited to, Math, Science, Social Studies, and English twenty-four (24) hours a day, three hundred sixty (360) days per year.

The Request for Proposal (RFP) was advertised in accordance with the State of Texas bid laws, and as a result, proposals were received from two (2) firms: Brainfuse, Inc. and Pathway 2 Greatness (P2G). The evaluation committee consisted of evaluators from the Houston Public Library and the Houston Information Technology Services Departments. The evaluation was based upon the following criteria:

1. Responsiveness of Proposal
  - Compliance with all the submission requirement of the RFP.
2. Technical Competence
  - Qualifications and specialized experience of the firm.
  - Quality and specialized experience of key personnel.
  - Qualifications and requirements related to the Scope of Works.
  - MWBE participation.
  - Financial capability of proposer.
3. Price

Brainfuse, Inc. received the highest overall score and was deemed the best qualified to perform the required services as outlined in the RFP.

**M/WBE Subcontracting:**

This RFP was issued with a 24% goal for M/WBE participation. The contract is being issued with a 5% M/WBE Good Faith Effort Goal Reduction approved by the Office of Business Opportunity. **Brainfuse, Inc.** has designated the below-named company as its certified M/WBE subcontractor:

| Name                   | Type of Work | Dollar Amount | Percentage |
|------------------------|--------------|---------------|------------|
| Bayside Printing, Inc. | Printing     | \$42,500.00   | 5%         |

**Pay or Play Program:**

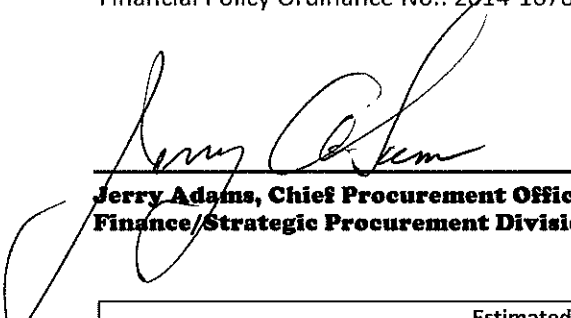
The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with City policy.

**Hire Houston First:**

The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes opportunity for Houston businesses and supports job creation. In this case Brainfuse, Inc. does not meet the requirements for HHF designation; no HHF firms were within three percent.

**Fiscal Note:**

Funding for this item is included in the FY2018 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policy Ordinance No.: 2014-1078.



**Jerry Adams, Chief Procurement Officer  
Finance/Strategic Procurement Division**

**Department Approval Authority**

| Estimated Spending Authority |              |              |              |
|------------------------------|--------------|--------------|--------------|
| DEPARTMENT                   | FY2018       | OUT YEARS    | TOTAL        |
| Houston Public Library       | \$170,400.00 | \$681,600.00 | \$852,000.00 |

**Amount of Funding:**

**\$852,000.00**

General Fund (1000)

**Contact Information:**

| NAME:  | DEPARTMENT/<br>DIVISION | PHONE           |
|--|-------------------------|-----------------|
| Brenda Chagoya, Division Manager                   | FIN/SPD                 | (832) 393-8723  |
| Valerie Player-Kaufman, Sr. Procurement Specialist | FIN/SPD                 | (832) 393-8749  |
| Mary Wagoner, Senior Manager                       | HPL                     | (832)- 394-2711 |

**ATTACHMENTS:**

| Description                              | Type            |
|--|-----------------|
| <u>Form A - Fairm Campaign Ordinance</u> | Backup Material |
| <u>Form B</u>                            | Backup Material |
| <u>Delinquent Tax Report</u>             | Backup Material |
| <u>Certification of Funds</u>            | Backup Material |
| <u>Department recommendation</u>         | Backup Material |
| <u>Affidavit of Ownership</u>            | Backup Material |
| <u>Secretary of State Filing</u>         | Backup Material |