



IOWA

Department of Education

Ryan M. Wise, Director

Kim Reynolds, Governor
Adam Gregg, Lt. Governor

January 22, 2019

Nancy Wheelock, CPPB
Purchasing Agent III
Department of Administrative Services
Central Procurement and Fleet Services Enterprise
1305 E. Walnut Street
Hoover Building, 3rd Floor
Des Moines, IA 50319

Waiver approved to extend current contract for one
year - until June 30, 2020.

/s/ Janet E. Phipps
02/04/2019

Dear Ms. Wheelock:

The Iowa Department of Education (Department) requests a waiver under Department of Administrative Services (DAS) Administrative Rule 11-117.21(8A) of the application of DAS Administrative Rule 11-118.11(3) concerning duration of service contracts. The latter rule states "A service contract, including all optional renewals, shall not exceed a term of six years. Services contracts shall not exceed the term lengths set forth herein unless the state agency obtains a waiver of this provision pursuant to rule 11-118.16(8A)." The Department is requesting a waiver with respect to the following agreement:

Contractual agreement #001417 between the Department and Frontline Technologies Group LLC with an original issue date of May 15, 2013, to provide and maintain the Teach Iowa statewide system for teacher recruitment and job applications, entered into pursuant to the Department RFPED-JB268-01 issued November 2012.

The Department has engaged in a contract with Frontline Technologies Group LLC (Frontline) for approximately six years for services to provide and maintain the TeachIowa statewide system for teacher recruitment and job applications. The current contract with Frontline expires June 30, 2019.

Over the past year, the Department went through the RFP process to procure similar services to commence July 1, 2019, at the expiration of the current contract with Frontline. Five vendor proposals were reviewed. At the conclusion of the RFP evaluation, Department staff met with the DAS purchasing officer to review the results of the evaluation. The group agreed that the RFP process was flawed in that it did not require bidders to have a product already developed which would meet the needs of the Department. The state employees involved in the procurement process determined that the best course of action would be to cancel the current RFP without award and issue a revised RFP for the statewide teacher recruitment and job application system. This action would require an extension of the current agreement with Frontline for an additional year in order to allow sufficient time for the RFP process to be completed and allow time for a transition period. The total contract period would be seven years with the extension. The Department will collaborate with DAS on the revised RFPs in an attempt to correct deficiencies that occurred in the prior RFP process.

Thank you for your time and consideration of this request for waiver.

Sincerely,

Ryan M. Wise, Director

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