



AN EARLY COLLEGE DISTRICT

# BROWNSVILLE

INDEPENDENT SCHOOL DISTRICT

1900 E. Price Road Room #107, Brownsville, Texas 78521

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**Dr. René Gutiérrez**  
Superintendent

**Rosario Peña, RTSBA**  
Purchasing Director

To: Brownsville I.S.D. Awarded Vendors

From: Rosario Peña, RTSBA  
Purchasing Administrator

Date: May 4, 2023

Subject: Bid# 22-109 Implement Online Academic Transcript Services (Reverse Bid)

Thank you for bidding with Brownsville ISD. This is to congratulate and inform you that your company has been awarded Bid# 22-109 Implement Online Academic Transcript Services (Reverse Bid). The following companies were awarded Bid# 22-109.

**Parchment LLC. (Scottsdale, Arizona)**

The proposal is for the Implement Online Academic Transcript Services (Reverse Bid) for the 2023-2024 school years. The term of the contract will be effective from May 02, 2023 through May 02, 2024, with the option to renew for an additional one (1) year. This is year 2 of a 3 year contract.

Individual purchase orders will be issued for each purchase made by the district. The Bid/CSP/RFP or RFQ **number must be listed within the body of each quote**. Purchase Order numbers must be listed on each packing slip and invoice. Please do not process order(s) until you have received the official original purchase order document issued by Brownsville ISD. Vendors, by accepting a purchase order from Brownsville ISD, your company under penalties of perjury, is complying with Senate Bill 9 and proof must be submitted to the Purchasing Office prior to performing any service(s). This bill states that all vendors' employees, subcontractors, and volunteers who have contact with students must have passed a criminal history background check within the last year. Please visit our website at <https://www.bisd.us/departments/business-and-operations/purchasing> if further information is needed.

Awarded vendors, please note that in order to visit District sites, you must receive clearance from the Purchasing Department.

For additional information or questions, please contact the Purchasing Department:  
Marisela Ayala, Senior Buyer  
956-548-8361 / [mayala@bisd.us](mailto:mayala@bisd.us)