



**To:** Kay Alarcon  
Assistant Director of Procurement Services

**From:** Norma Alvarez  
Buyer

**Date:** August 29, 2023

**Re:** Dental Assistant Certification Program  
Annual Contract #23-09-8695IB

The following proposal was received and opened at 10:00 a.m., Tuesday, August 29, 2023, as specified in documents concerning **Annual Contract #23-09-8695IB Dental Assistant Certification Program**. The proposal received is located on page 2.

**Recommendation:** RDA Prep, LLC

**Funding:** Multiple Funds

**Estimated Expenditure:** \$35,000.00

**Contract Term:** September 25, 2023 - August 31, 2024

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<b>Line 1 Dental Assistant Certification Program - Digital Learning Site License</b>				
	<u>Supplier</u>	<u>QTY</u>	<u>UOM</u>	<u>Price</u>
	RDA Prep LLC	1	EA	<b>\$1,995.00</b>
<b>Line 2 Dental Assistant Certification Program - Per Student</b>				
	<u>Supplier</u>	<u>QTY</u>	<u>UOM</u>	<u>Price</u>
	RDA Prep LLC	1	EA	<b>\$995.00</b>
<b>Line 3 Dental Assistant Certification Program - Minimum Discount for Curriculum Materials for Dental Assistant Certification</b>				
	<u>Supplier</u>	<u>QTY</u>	<u>UOM</u>	<u>Price</u>
	RDA Prep LLC	1	Percent Off	<b>0.0%</b>
<b>Line 4 Dental Assistant Certification Program - Minimum Discount for Practice Test Materials and Services for Certification Exam (RDA)</b>				
	<u>Supplier</u>	<u>QTY</u>	<u>UOM</u>	<u>Price</u>
	RDA Prep LLC	1	Percent Off	<b>0.0%</b>