

Purchase Request #1
Regular Board Meeting December 1, 2025

Consideration of Delegation of Authority to Contract for Commercial Driver's License Training Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees authorize the Chancellor or her designee to negotiate and approve a contract for commercial driver's license (CDL) training services for the continuing and professional development (CPD) truck driving program.

BACKGROUND

For the past few years, the College has been unable to scale participation in CDL training classes to cover the costs of the program, including instruction and maintenance of vehicles. The decision has been made to outsource these services to remove the financial burden from the College, while still providing these training services to our community to meet the workforce demand.

Request for proposals (RFP) #26-08 was issued on November 6, 2025, to procure CDL training services, which complies with the competitive procurement requirements per Texas Education Code §44.031(a). Proposals will be received and evaluated by a team comprised of representatives from CPD and fiscal affairs.

IMPACT OF THIS ACTION

Approval of this action will authorize the Chancellor or her designee to approve a contract with the highest ranked respondent. A vendor will be selected with the ability to provide turnkey services, scale enrollment, and cover costs for a reasonable tuition charge to our students.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Pending successful contract negotiations, the estimated annual expenditure is \$900,000 for a total expenditure of \$2,700,000 over the initial three-year term and will be funded from CPD's 2025-2026 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The initial three-year award term is estimated to commence in January 2026, with four one-year renewal options which will be brought forward to the Board in conjunction with the approval of future year annual contract renewals and expenditures.

ATTACHMENTS

None

RESOURCE PERSONNEL

Sarah Janes	281-478-3605	sarah.janes@sjcd.edu
Melissa Fuqua	281-998-6378	melissa.fuqua@sjcd.edu

RFP 26-08
CDL Training Service
Attachment 1 – Tabulation

QUALIFICATIONS

#	Vendors	Section 1: Firm Experience	Section 2: Personnel Experience	Section 3: Project Understanding	Section 4: References	Section 5: Contract Exceptions	Section 4: Price Proposal	Total Points	Short List
	<i>Total Points</i>	<i>10</i>	<i>15</i>	<i>35</i>	<i>10</i>	<i>5</i>	<i>25</i>	<i>100</i>	
1	Ancora Corporate Training	8.64	12.20	27.60	7.28	5.00	25.00	85.72	Yes
2	Action Career Training	8.42	11.99	29.18	8.02	5.00	17.10	79.70	Yes
3	FleetForce Truck Driver Training	8.13	11.82	28.56	7.65	5.00	17.23	78.39	Yes
4	Rock Gate Capital DBA 160 Drive	7.83	9.36	24.38	5.62	5.00	20.44	72.63	No
5	Ace Trucking Academy	5.79	9.10	22.20	6.03	0.00	20.40	63.52	No
6	Higher Level Staffing	4.46	6.96	19.23	7.17	5.00	20.50	63.31	No

FINAL SCORES

#	Shortlist Vendors	Shortlist	Presentation	Final Score	Price Per Training	Pricing Notes
	<i>Total Points</i>	<i>100</i>	<i>40</i>	<i>140</i>		
1	FleetForce Truck Driver Training	78.39	39.67	118.06	\$5,950.00	The CDL Class A program (160-hour course), including training and the CDL exam, is \$5,950. The training portion is \$5,500, and the CDL exam fee is \$450. The training cost covers all course materials, textbooks, and required equipment. The exam fee also includes one retake, if necessary.
2	Ancora Corporate Training	85.72	24.00	109.72	\$4,100.00	Not Pricing Notes Submitted
3	Action Career Training	79.70	21.37	101.07	\$5,995.00	Our current program within the Texas Workforce ETPL provides for 160 hours at a cash price of \$5,995 or a financed price of \$6,995