

(ATTACHMENT 1) ACTION ON MONTHLY FINANCE MATTERS: INFORMATIONAL REPORT ON BLANKET CONTRACTS FOR HIGH-USE VENDORS; ACCEPTANCE OF THE REPORT OF REVENUES AND EXPENSES; MONTHLY EXPENDITURE CONTROL REPORT; REPORT ON ADMINISTRATIVE AND SCHOOL FUND TRANSFERS; REPORT ON CONTRACTS UNDER \$50,000 AND CUMULATIVE TOTAL REPORT; REPORT ON MONTHLY GRANT AWARDS; ACCEPTANCE OF DONATIONS

INFORMATIONAL REPORT ON BLANKET CONTRACTS FOR HIGH-USE VENDORS

The Administration offers the following informational report regarding blanket agreements. In accordance with Administrative Policy 3.09(8), the Department of Procurement & Risk Management continually reviews contracts and purchases to determine where blanket agreements are appropriate. In Fall of 2016, the Department reviewed a report of contract counts by vendor for FY15 and identified several vendors that were being consistently utilized in the District and were appropriate for blanket contracts.

By utilizing blanket contracts with these vendors, the District is: maximizing funds by negotiating set rates; establishing more efficient processes since one blanket agreement is drafted and then blanket orders processed when services are requested instead of individual contracts; and providing consistency in services provided across schools and departments.

Use of these particular vendors is not mandatory for the services identified. The Department will continue to monitor use of these services in general and identify when and where it is appropriate to issue a competitive solicitation to procure the services identified.

The blanket contracts below have been established in the past several months. All are under \$50,000 and do not require Board approval. The Administration will continue to bring any blanket agreement over \$50,000 to the Board for approval.

Contractor	Services Provided	Contract Term	Contract Amount (Not to Exceed in Initial Term)
First Stage Milwaukee, Inc.	In-School Theater Workshops	December 1, 2016 – June 30, 2017 with two options to renew	\$40,000
Milwaukee Repertory Theater, Inc.	In-School Reading and Arts Workshops	December 1, 2016 – June 30, 2017 with two options to renew	\$35,000
Bounce Milwaukee	Team-Building Activities	September 1, 2016 – June 30, 2017 with two options to renew	\$35,000
Muhibb Dyer	Workshops, Theatrical Performances and Commencement Speeches	October 24, 2016 – June 30, 2017 with two options to renew	\$20,000
Badger Bus Lines, Inc.	Coach Buses for Field Trips	February 1, 2017 – January 31, 2018 with two options to renew	\$40,000